



LAS VIRGENES MUNICIPAL WATER DISTRICT
4232 Las Virgenes Road, Calabasas, CA 91302

AGENDA
REGULAR MEETING

Members of the public wishing to address the Board of Directors are advised that a statement of Public Comment Protocols is available from the Clerk of the Board. Prior to speaking, each speaker is asked to review these protocols and **MUST** complete a speakers' card and hand it to the Clerk of the Board. Speakers will be recognized in the order cards are received.

The **Public Comments** agenda item is presented to allow the public to address the Board on matters not on the agenda. The public may present comments on any agenda item at the time the item is called upon for discussion.

Materials prepared by the District in connection with subject matter on the agenda are available for public inspection at 4232 Las Virgenes Road, Calabasas, CA 91302. Materials prepared by the District and distributed to the Board during this meeting are available for public inspection at the meeting or as soon thereafter as possible. Materials presented to the Board by the public will be maintained as part of the records of these proceedings and are available upon written request to the Clerk of the Board.

5:00 PM

April 24, 2012

PLEDGE OF ALLEGIANCE

1. CALL TO ORDER AND ROLL CALL

A The meeting was called to order at _____ p.m. by _____ in the District offices, and the Secretary called the roll.

<u>Board of Directors</u>	<u>Present</u>	<u>Left</u>	<u>Absent</u>
Lee Renger, President	_____	_____	_____
Joseph Bowman, Vice President	_____	_____	_____
Charles Caspary, Secretary	_____	_____	_____
Barry Steinhardt, Treasurer	_____	_____	_____
Glen Peterson, MWD Rep.	_____	_____	_____

2. APPROVAL OF AGENDA

A Moved by Director_____, seconded by Director_____, and_____, that the agenda for the Regular Meeting of April 24, 2012, be approved as presented/amended.

3. PUBLIC COMMENTS

Members of the public may now address the Board of Directors **ON MATTERS NOT APPEARING ON THE AGENDA**, but within the jurisdiction of the Board. No action shall be taken on any matter not appearing on the agenda unless authorized by Subdivision (b) of Government Code Section 54954.2

4. ILLUSTRATIVE AND/OR VERBAL PRESENTATION AGENDA ITEMS

A A Proclamation in Recognition of Donald Zimring - Las Virgenes Unified School District

B Legislative and Regulatory Updates

5. CONSENT CALENDAR

A List of Demands: April 24, 2012. Approve

B Investment Report for the Month of March 2012. Approve

C Investment Review for the First Quarter 2012. Receive and File

6. TREASURER

7. BOARD OF DIRECTORS

A ACWA General Session Membership Meeting and Voting Delegate

The Board of Directors to designate a representative to serve as voting delegate and attend the ACWA General Session Membership Meeting on Wednesday, May 9, 2012.

B ACWA Health Benefits Authority

Authorize the General Manager to execute all necessary documents for the transfer of health benefits to ACWA Joint Powers Insurance Authority (JPIA); and pass, approve and adopt the proposed Resolution No. 04-12-2430, a certified copy of which, is to be filed with ACWA by the Assistant Deputy Secretary no later than May 31, 2012.

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT CONSENTING TO JOIN THE HEALTH BENEFITS PROGRAM OF THE ACWA JOINT POWERS INSURANCE AUTHORITY, RATIFYING THE ACTION OF THE ACWA HEALTH BENEFITS AUTHORITY BOARD OF DIRECTORS TO TERMINATE THE HEALTH BENEFITS AUTHORITY JOINT POWERS AGREEMENT, AND AUTHORIZING AND DIRECTING THE GENERAL MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS

(Reference is hereby made to Resolution No. 04-12-2430 on file in the District's Resolution Book and by this reference the same is incorporated herein and made a part of hereof.)

8. FACILITIES AND OPERATIONS

A 1235' Backbone Improvement Program Agoura Hills Pipeline & Reyes Adobe Waterline and Bridge Crossing - Change Order No.1

Approve Change Order No. 1 in the amount of \$209,048.00

B Call for Bids: Annual Weed Abatement at Various Facilities

Authorize a Call for Bids for Annual Weed Abatement at various facilities.

9. FINANCE AND ADMINISTRATION

A Award of Bid: Uniform Service Contract

The Board of Directors authorize the General Manager to issue a contract to Kleen Kraft Uniform Services to provide this service at a bi-weekly price of \$1,571.20.

B Call for Bids: Janitorial Services

Approve proposed bid schedule and Notice Inviting Sealed Bids for janitorial services at all District facilities.

C Commercial Paper and Medium Term Notes

Approve adding commercial paper and medium term notes as authorized investments and direct District Counsel to prepare a resolution to that end.

D Third Quarter Financial Review

Receive and file.

E Preliminary Budget for Fiscal Year 2012-13

No action is required at this time.

10. RESOURCE CONSERVATION AND PUBLIC OUTREACH

A 2012 Customer Survey

Provide feedback and direct staff as necessary.

11. INFORMATION ITEMS

A Claim from Joanne Bodenhamer

12. NON-ACTION ITEMS

A Organization Reports

- (1) MWD
 - a. Representative Report/Agenda(s)
- (2) Other

B Director's Reports on Outside Meetings

C General Manager Reports

D Director's Comments

13. FUTURE AGENDA ITEMS

14. CLOSED SESSION

A Public Employee Performance Evaluation--General Manager (Government Code

Section 54957 (b)

15. OPEN SESSION AND ADJOURNMENT



*A Proclamation In Recognition of
Donald M. Zimring Ph.D.
for his service to
Las Virgenes Unified School District*

Whereas, over a period of four decades Dr. Donald M. Zimring has served the residents of the Las Virgenes region as an educator, administrator and community leader, and


Whereas through his vision, leadership and dedication, thousands of students have derived the benefits of an excellent education, with many rising to prominent roles in their respective professions, and

Whereas, his dedication to the importance of environmental stewardship has included a significant commitment to water science education and helped carry the message of resource conservation into thousands of homes in our community, while adopting water conservation as a valuable practice for the school district itself, and

Whereas, Dr. Zimring has shown great strength and leadership in managing the many financial challenges faced by contemporary educators and he has been a tireless advocate for building and maintaining quality educational resources for the benefit of students in his charge, and

Whereas, at all times, Dr. Zimring has demonstrated a commitment to the highest levels of character, integrity and service to his community;

Now be it known to all that on this twenty-fourth day of April 2012, the Board of Directors of Las Virgenes Municipal Water District honors the leadership, excellence and dedication to public service exhibited by Dr. Donald M. Zimring and extends its best wishes toward his future endeavors.


Joseph M. Bowman


Charles Caspary


Glen Peterson


Lee Renger


Barry Steinhardt

LAS VIRGENES MUNICIPAL WATER DISTRICT

To: BARRY S. STEINHARDT, TREASURER

Payments for Board Meeting of: April 24, 2012

Upon certification by the Treasurer the checks and wire transfers were correct and supporting documents available, it is recommended the following demands on the various funds be approved and payments authorized.

Wells Fargo Bank A/C No. 4806-994448

Checks Nos. 59144 through 59264 were issued in the total amount of

\$ 407,360.71

Total payments

\$ 407,360.71

(Reference is hereby made to these demands on file in the District's Check Register and by this reference the same is incorporated herein and made a part hereof.)

**CHECK LISTING FOR BOARD MEETING
04/24/12**

Company Name	Company No.	Check No.	Check No.	Check No.	Total
		59144 thru 59165 04/10/12	59166 thru 59212 04/17/12	59213 thru 59264 04/24/12	
		Amount	Amount	Amount	
Potable Water Operations	101	60,795.87	12,033.34	20,883.95	93,713.16
Recycled Water Operations	102				0.00
Sanitation Operations	130			843.14	843.14
Sani- Construction	230				0.00
Potable Water Replacement	301	27,883.58	7,482.78	11,301.51	46,667.87
Sanitation Replacement	330				0.00
Internal Service	701	5,763.32	32,730.10	54,861.05	93,354.47
Joint Venture Operations	751	7,514.82	32,086.13	31,208.62	70,809.57
Joint Venture Construction	752				0.00
Joint Venture Replacement	754			102,022.50	102,022.50
Total Printed		101,957.59	84,332.35	221,120.77	407,410.71

Voided Checks/Payment Stopped:

Check #58968					
Potable Water Operations	101	(50.00)			(50.00)
Total Voids		(50.00)	0.00	0.00	(50.00)
Net Total		101,907.59	84,332.35	221,120.77	407,360.71

Batch Number - 215548
Bank Account - 00146607 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Sub Message	Ty	Document Number	Key	Amount	Invoice Number
59144	04/10/12	17077	AECOM USA, INC.	2/4-3/9/12	PV	118574	001 00701	21,008.58	37219065
				CONSULT SRV					
				Payment Amount				21,008.58	
59145	04/10/12	2337	AGOURA/OAK PARK/CONEJO VALLEY	2/12-1/13 MEMBERSHIP RENEWAL	PV	118585	001 00701	295.00	5828
				Payment Amount				295.00	
59146	04/10/12	2869	AT&T	SRV 03/20-04/19/1	PV	118559	001 00101	34.86	2150/032012
				SRV 03/23-04/22/1	PV	118560	001 00101	34.86	7426/032312
				SRV 03/23-04/22/1	PV	118561	001 00101	34.86	5388/032312
				SRV 03/23-04/22/1	PV	118562	001 00101	36.03	2430/032312
				SRV 02/23-03/22/1	PV	118563	001 00101	36.03	0210/032312
				SRV 03/25-04/24/1	PV	118564	001 00101	33.72	0192/032512
				SRV 03/22-04/21/1	PV	118565	001 00701	173.63	0119/032212
				G.PETERSON'S	PV	118566	001 00701	37.84	1984/032312
				Payment Amount				421.83	
59147	04/10/12	9631	AT&T LONG DISTANCE	SRV 02/05-03/04/1	PV	118546	001 00701	202.37	806368136/030412
				SRV 02/05-03/04/1	PV	118546	002 00701	1.30	806368136/030412
				SRV 02/05-03/04/1	PV	118546	003 00701	.01	806368136/030412

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Batch Number - 215548
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
SRV	02/05-03/04/1				PV	118546	004	00701		2.36	806368136/030 412
SRV	02/05-03/04/1				PV	118546	005	00701		19.52	806368136/030 412
SRV	02/05-03/04/1				PV	118546	006	00701		1.45	806368136/030 412
SRV	02/05-03/04/1				PV	118546	007	00701		16.32	806368136/030 412
SRV	02/05-03/04/1				PV	118546	008	00701		15.99	806368136/030 412
SRV	02/05-03/04/1				PV	118546	009	00701		.07	806368136/030 412
SRV	02/05-03/04/1				PV	118546	009	00701			
Payment Amount 259.39 SERIAL 118588 001 00701 1,550.00- BPI152636 CONTAINER RETURN AMMONIA (TWO 2,172.35 BPI185115 TOTES) AMMONIA (TWO 1,600.00 BPI185115 TOTES)											
Payment Amount 2,222.35 P/E 02/29/12 3,350.00 97183 CONSULT SRV											
Payment Amount 3,350.00 PACKAGES 168.20 7-832-60666 DEL.3/14-3/19 /12											
PACKAGE 23.17 7-839-86219 DELIVERED 3/26/12											
Payment Amount 191.37 RECTIFIER 36.20 08345/032312 2/23-3/23/12											
RECTIFIER 32.18 06901/032612											

Batch Number - 215548
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Document		Key	Amount	Invoice Number
					Ty	Number			
2/24-3/26/12									
				Payment Amount				68.38	
59152	04/10/12	3399	JOHN MUNDY	REIM CELL	PV	118587	001 00701	90.22	2002/042312
				PHONE EXP					
3/24-4/23									
				Payment Amount				90.22	
59153	04/10/12	16687	NEWBURY PARK TREE SERVICE, INC.	TREE TRIMMING@RLV; FARM	PV	118534	001 00701	2,595.00	8649
				Payment Amount				2,595.00	
59154	04/10/12	6506	OSTERBAUER COMPRESSOR	OIL SEPARATOR FILTER;BELTS FREIGHT	PV	118569	001 00701	542.86	P71139
				Payment Amount				34.37	P71139
59155	04/10/12	15223	PETTY CASH - HEATHER GLASER	PETTY CASH REPLN	PV	118541	001 00751	25.00	032812
				Payment Amount				577.23	
				6/30/11-3/21	PV	118541	002 00751	26.83	032812
				PETTY CASH REPLN					
				6/30/11-3/21	PV	118541	003 00751	8.15	032812
				PETTY CASH REPLN					
				6/30/11-3/21	PV	118541	004 00751	25.00	032812
				PETTY CASH REPLN					
				6/30/11-3/21	PV	118541	005 00751	11.50	032812
				PETTY CASH REPLN					
				6/30/11-3/21	PV	118541	006 00751	24.00	032812
				PETTY CASH REPLN					
				6/30/11-3/21	PV	118541	007 00751	14.25	032812
				PETTY CASH REPLN					
				6/30/11-3/21	PV	118541	008 00751	15.95	032812
				PETTY CASH REPLN					
				6/30/11-3/21	PV	118541	009 00751	10.00	032812
				PETTY CASH REPLN					

Batch Number - 215548
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key ltrm	Co	Amount	Invoice Number
				6/30/11-3/21						
				PETTY CASH REPLN	PV	118541	010	00751	7.40	032812
				6/30/11-3/21						
				PETTY CASH REPLN	PV	118541	011	00751	23.86	032812
				6/30/11-3/21						
				PETTY CASH REPLN	PV	118541	012	00751	40.82	032812
				6/30/11-3/21						
				PETTY CASH REPLN	PV	118541	013	00751	20.01	032812
				6/30/11-3/21						
				PETTY CASH REPLN	PV	118541	014	00751	5.75	032812
				6/30/11-3/21						
				Payment Amount					258.52	
59156	04/10/12	18632	ERIC N. ROHLFING	03/12 DESIGN SRV PHASE 1 BLDG1	PV	118568	001	00701	3,525.00	12-154-01
				Payment Amount					3,525.00	
59157	04/10/12	17174	ROTH STAFFING COMPANIES, LP	P/E 3/23/12-RAMIR EZ, PEDRO	PV	118586	001	00701	146.80	12711370
				Payment Amount					146.80	
59158	04/10/12	6940	SECTRAN SECURITY, INC.	04/12 COURIER SRV	PV	118591	001	00701	289.38	12040531
				Payment Amount					289.38	
59159	04/10/12	2958	SOUTHERN CALIFORNIA GAS CO	CONDUIT 2/23-3/23/12	PV	118543	001	00101	31.53	8400/032312
				Payment Amount					31.53	
59160	04/10/12	14479	STEPHEN'S VIDEO PRODUCTIONS	VIDEO FOR DIST WKSHP 3/24/12	PV	118542	001	00701	995.00	3-28-12
				Payment Amount					995.00	
59161	04/10/12	17645	TORO ENTERPRISES INC.	REPR FIRE HYDRANT@ALIZI A CYN	PV	118618	001	00701	41,768.75	7270
				Payment Amount					41,768.75	

Batch Number - 215548
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Amount	Invoice Number
59162	04/10/12	3035	VWR SCIENTIFIC		PV	118535	003 00701	504.97	48869787
				MISC LAB					
				SUPPLIES					
				FREIGHT		118535	007 00701	34.25	48869787
				FLUORIDE		118536	001 00701	16.23	48869789
				STANDARD					
				100PPM					
				FREIGHT		118536	002 00701	13.25	48869789
				FLUORIDE		118537	001 00701	16.23	48869788
				STANDARD					
				100PPM					
				FREIGJT		118537	002 00701	12.87	48869788
				ANION		118538	001 00701	258.09	48911631
				EXCHANGE					
				RESIN TYPE II					
				FREIGHT		118538	002 00701	18.57	48911631
				Alt Payee					
			3216 VWR INTERNATIONAL, INC						
			P. O. BOX 640169						
			PITTSBURGH PA 15264-0169						
				Payment Amount				874.46	
59163	04/10/12	18521	WALTON MOTORS & CONTROLS, INC.	REPR 40HP USEM A/C MOTOR	PV	118590	001 00701	1,101.50	33185
				Payment Amount				1,101.50	
59164	04/10/12	3025	WATER & SANITATION SRV./VENTURA COUNTY	PURCH WTR 2/21-3/20/12	PV	118567	001 00101	18,107.24	1730050006/03 2012
				Payment Amount				18,107.24	
59165	04/10/12	3067	XEROX CORPORATION	W5645P-TAPIA/PMT#36-FEB'12	PV	118547	001 00701	336.54	060381463
				X560CLR/PMT#14-FEB'12	PV	118548	001 00701	1,237.24	060524633
				X560EFI-FIERY /PMT#14-FEB'12	PV	118549	001 00701	191.58	060381465
				2					
				4590CP-1ST FL/PMT#56-MAR '12	PV	118550	001 00701	909.27	060917362
				4590CP-2ND FL/PMT#56-MAR '12	PV	118551	001 00701	869.54	060917363

Batch Number - 215548
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Document . . .	Key	Invoice Number
					Item	Co	
					Number		Amount
'12							
5740PT-OPS/PM				PV	118552	001 00701	235.89
T#MAR'12							060917365
Payment Amount							3,780.06
Total Amount of Payments Written							101,957.59
Total Number of Payments Written							22

Batch Number - 215699
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Document Ty	Document Number	Key	Item	Co	Amount	Invoice Number
59166	04/17/12	16051	ACCURATE TELECOM INC.	ID CABLE BLDG#7/CONNEC T#2223	PV	118541	001	00701		212.71	9566
59167	04/17/12	17389	ANIMAL & INSECT PEST MANAGEMENT, INC	Payment Amount 03/12 PEST CNTRL@MOTOR HOUSE	PV	118706	001	00701		60.00	52552
										212.71	
				03/12 PEST CNTRL@HQ;RW TNK	PV	118707	001	00701		54.60	52484
				03/12 PEST CNTRL@HQ;RW TNK	PV	118707	002	00701		29.40	52484
				03/12 PEST CNTRL@WLK	PV	118708	001	00701		54.00	52487
				03/12 PEST CNTRL@RLV & FARM	PV	118709	001	00701		110.25	52485
				03/12 PEST CNTRL@TAPIA	PV	118710	001	00701		110.25	52489
				03/12 PEST CNTRL@TANKS/R	PV	118711	001	00701		54.00	52486
				ESV							
				GROUND SQUIRREL	PV	118713	001	00101		80.00	52488
				CNTRL@WLK							
				Payment Amount						552.50	
59168	04/17/12	2397	AQUATIC BIOASSAY & CONSULTING	03/12 CHRONIC BIOASSAY TESTING	PV	118636	001	00701		810.00	LVS0312.0291
				Payment Amount						810.00	
59169	04/17/12	2869	AT&T	L.RENGER'S	PV	118718	001	00701		41.72	01866/040512
				04/05-05/04/1							
				SRV	PV	118719	001	00701		182.67	9065/040512
				04/05-05/04/1							
				SRV	PV	118720	001	00701		189.67	9268/040512
				04/05-05/04/1							

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Batch Number - 215699
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
				SRV	PV	118721	001	00701		688.20	1657/040512
				04/05-05/04/1							
				1							
				SRV	PV	118722	001	00101		37.57	9054/040512
				04/05-05/04/1							
				1							
				Payment Amount						1,139.83	
59170	04/17/12	4373	JOANNE BODENHAMER	CAMERA	PV	118716	001	00701		1,529.00	041112
				DMG-DIST SPCL							
				MTG 3/24							
				Payment Amount						1,529.00	
59171	04/17/12	5376	CALIFORNIA ELECTRIC SUPPLY	HEATER	PV	118579	001	00701		212.89	8997-774039
				ELEMENT PAK3							
				MISC MAINT							
				SUPL FOR P/S							
				MISC RLV							
				MAINT SUPPL							
				Alt Payee							
				5451 CALIFORNIA ELECTRIC SUPPLY							
				P.O. BOX 14196							
				ORANGE CA 92863							
				Payment Amount						631.36	
59172	04/17/12	13919	CANTEEN OF COASTAL CALIFORNIA, INC	MISC COFFEE SUPPLIES	PV	118630	001	00701		451.71	18914
				Payment Amount						451.71	
59173	04/17/12	2539	CITY OF SIMI VALLEY	PURCH WTR 1/26-3/28/12	PV	118602	001	00101		8,018.69	0091666080
				WTR SRV CHR 1/26-3/28/12							
				Payment Amount						8,373.13	
59174	04/17/12	18296	COMPASS ROSE ARCHAEOLOGICAL INC.	P/E 01/11-02/29/12	PV	118631	001	00701		7,482.78	CR:1282-M/11# 2
				2 ARCH.SRV							
				Payment Amount						7,482.78	
59175	04/17/12	2547	COUNTY SANITATION DISTRICTS OF LA COUNTY	03/12 REFUSE GRIT/RAGS@TAP	PV	118654	001	00701		297.99	48892/033112

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Batch Number - 215699
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key	Item	Co	Amount	Invoice Number
59176	04/17/12	16013	GREG COUSINS	Payment Amount	PV	118714	001	00701		119.56	4-10-12
				REIMB-SHOWER							
				CURTAIN:HEADS							
				Payment Amount						119.56	
59177	04/17/12	6966	CS-AMSCO	MISC RLV	PV	118582	001	00701		129.14	6317
				MAINT SUPPL							
				FREIGHT						16.72	6317
				Payment Amount						145.86	
59178	04/17/12	2834	DJAL COMMUNICATION S SERVICE	04/12 RADIO	PV	118653	001	00701		1,537.00	33933
				MAINT							
				Payment Amount						1,537.00	
59179	04/17/12	11330	DIAL SECURITY	04/12 SECURITY@HQ/L	PV	118647	001	00701		278.00	156607
				OBBY							
				04/12 SECURITY						45.00	156608
				SRV@TAPIA							
				04/12 SECURITY						80.00	156609
				SRV@RLV							
				04/12 SECURITY						35.00	156610
				SRV@FARM BLDG							
				04/12 SECURITY						70.00	156611
				SRV@WLK							
				04/12 SECURITY						35.00	156612
				SRV@WLK P/S							
				Payment Amount						543.00	
59180	04/17/12	16252	EATON CORPORATION	66KV BREAKER	PV	118573	001	00701		1,750.00	34889344
				LEAK CHECK							
				Alt Payee							
				16320 EATON CORPORATION							
				P. O. BOX 100193							
				PASADENA CA 91189-0193							
				Payment Amount						1,750.00	
59181	04/17/12	18111	ELECSYS INTERNATIONAL CORPORATION	05/12 RADIX	PV	118616	001	00701		261.00	103801
				MTR MAINT							

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Batch Number - 215699
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
59182	04/17/12	2655	FERGUSON ENTERPRISES	Payment Amount	PV	118617	001	00701		261.00	0402201
				PLUG, 1/4" SOLID FINISHED						131.53	
				BALL VALVE 1/2" WATTS B6000	PV	118619	001	00701		500.01	0402933
				UTILITY PUMP SERVICE	PV	118637	001	00701		282.75	0403696
				SADDLE, 6" AC X 1" IP	PV	118638	001	00701		97.86	0402933-1
Alt Payee 3207 FERGUSON ENTERPRISES, INC. #1083 FILE 56809 LOS ANGELES CA 90074-6809											
59183	04/17/12	2660	FISHER SCIENTIFIC	Payment Amount	PV	118576	001	00701		1,012.15	8715446
				N-HEXANES 95%						341.21	
Alt Payee 3202 FISHER SCIENTIFIC ACCOUNT #479936-001 FILE #50129											
59184	04/17/12	2672	FRUIT GROWERS LABORATORY, INC.	Payment Amount	PV	118583	001	00701		341.21	201635A
				MISC LAB ANALYSIS						129.53	
				MISC LAB ANALYSIS	PV	118635	001	00701		89.93	202705A
Alt Payee 6770 G.I. INDUSTRIES											
59185	04/17/12	6770	G.I. INDUSTRIES	Payment Amount	PV	118659	001	00701		219.46	2516527-0283-7
				04/12-10YD ROLL-OFF@TAPI A						442.78	
				3/16-3/27/12-25YD ROLL-OFF@WLK	PV	118660	001	00701		631.53	2334798-0283-4
				04/12 DISPOSAL@SHOP/HQ	PV	118661	001	00701		637.72	2590825-0283-4
				04/12 DISPOSAL@RLY	PV	118662	001	00701		79.72	2590823-0283-9
				04/12 DISPOSAL@WLK	PV	118663	001	00701		206.97	2334844-0283-6

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Item	Co	Key	Amount	Invoice Number
59186	04/17/12	2701	GRAINGER, INC.		PV	118664	001	00701		377.22	2516752-0283-1
Alt Payee 6771 G.I. INDUSTRIES P. O. BOX 541065 LOS ANGELES CA 90054-1065											
Payment Amount 3,154.21											
			RED HAT		PV	118645	001	00701		405.72	9790454160
SOLENOID											
VALVE 2 WAY											
			5 LB & 11.5-		PV	118646	001	00701		301.50	9790454152
DEAD BLOW											
HAMMER											
Alt Payee 5453 GRAINGER, INC. DEPT 805178142 PALATINE IL 60038-0001											
Payment Amount 707.22											
59187	04/17/12	15838	INTEGRATED FIRE & SAFETY		PV	118715	001	00701		125.00	30854
ALARM PANEL											
TROUBLE REPAIR											
Payment Amount 125.00											
59188	04/17/12	2736	IRON MOUNTAIN RECORDS MANAGEMENT		PV	118600	001	00701		508.13	FBB6644
OFF-SITE STORAGE											
Payment Amount 508.13											
59189	04/17/12	18155	JOHN GIL ENTERPRISES		PV	118673	001	00701		1,260.00	2026
LABOR TO REPL											
LAMPS/BALLAST S											
Payment Amount 1,260.00											
59190	04/17/12	18535	KEMIRA WATER SOLUTIONS, INC.		PV	118572	001	00701		6,229.21	9017264744
FERRIC CHLORIDE-4993 9LB											

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Alt Payee

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Co	Amount	Invoice Number
18536			KEMIRA WATER SOLUTIONS MAIL CODE 5581, P. O. BOX 105046 ATLANTA GA 30348-5046							
59191	04/17/12	3352	LAS VIRGENES MUNICIPAL WATER DISTRICT	Payment Amount JED SMITH 1/26-3/27/12	PV	118614	001	00101	40.35	0254/032712
59192	04/17/12	3164	LEMIEUX & O'NEILL	Payment Amount 03/12 RETAINER	PV	118747	001	00701	6,000.00	140-999M/0312
59193	04/17/12	5744	LVHF	Payment Amount ANNUAL BANQUET 4/27/12-JR. ANL BANQUET 4/27/12-LR & GP	PV	118748	001	00701	10,582.83	140M/0312
59194	04/17/12	7292	MICHAEL MCINTYRE	Payment Amount REIMB MLG-RE:WONDER WARE CNF	PV	118578	001	00701	45.00	040512
59195	04/17/12	11873	MICRO BIO LOGICS, INC.	Payment Amount REIMB MLG-SCADA 3/18 & 3/24/12	PV	118639	001	00701	39.96	032512
59196	04/17/12	17918	NEW EDGE NETWORKS-EART HLINK BUSINESS CO.	Payment Amount 4/01-4/30/12- MPLS LINES &DATA	PV	118640	001	00101	49.95	3-25-12
59197	04/17/12	2302	OFFICE DEPOT	Payment Amount OFFICE & COFFEE	PV	118712	001	00701	144.43	528825
				FREIGHT; HANDLING COST	PV	118712	005	00701	72.83	528825
				Payment Amount 217.26	PV	118629	001	00701	2,725.72	1318062504011 20
				Payment Amount 2,725.72	PV	118632	001	00701	659.91	603030613001

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
				SUPPLIES						
				OFFICE &	PV	118632	002	00701	157.19	603030613001
				COFFEE						
				SUPPLIES						
				TRAYS,	PV	118633	001	00701	388.17	602542243001
				STACK-OFFICE						
				SUPPL						
				NOTE,FULL AD,	PV	118634	001	00701	5.86	603030751001
				4PK						
				MISC OFFICE	PV	118669	001	00701	488.86	602084313001
				SUPPLIES						
				BELKIN MOUSE	PV	118670	001	00701	15.44	602084375001
				USB OPTICAL	PV	118671	001	00701	66.01	602084374001
				SCROLL						
				SIGN	PV	118672	001	00701	16.30	602084376001
				WALL,DESIGNER						
				Payment Amount					1,797.74	
59198	04/17/12	15824	OUTBACK FOOTWEAR	SAFETY	PV	118657	001	00701	213.41	17625
				SHOES/COFFMAN						
				JACOB						
				SAFETY	PV	118658	001	00701	225.00	17360
				SHOES/WINK,WA						
				YNE						
				Payment Amount					438.41	
59199	04/17/12	7745	PETTY CASH - CAROL PALMA	REPL PETTY	PV	118694	001	00701	21.54	04-09-12
				CASH						
				2/6/12--4/5/12						
				REPL PETTY	PV	118694	002	00701	20.81	04-09-12
				CASH						
				2/6/12--4/5/12						
				REPL PETTY	PV	118694	003	00701	10.00	04-09-12
				CASH						
				2/6/12--4/5/12						
				REPL PETTY	PV	118694	004	00701	10.00	04-09-12
				CASH						
				2/6/12--4/5/12						
				REPL PETTY	PV	118694	005	00701	5.97	04-09-12
				CASH						
				2/6/12--4/5/12						
				REPL PETTY	PV	118694	006	00701	12.95	04-09-12
				CASH						

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
				2/6/12-4/5/12	PV	118694	007	00701	48.23	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	008	00701	34.71	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	009	00701	22.84	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	010	00701	20.50	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	011	00701	11.80	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	012	00701	25.00	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	013	00701	3.00	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	014	00701	8.54	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	015	00701	3.94	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	016	00701	35.69	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	017	00701	25.00	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	018	00701	25.00	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	019	00701	7.49	04-09-12
				REPL PETTY CASH						
				2/6/12-4/5/12	PV	118694	020	00701	12.95	04-09-12
				REPL PETTY						

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item Co	Amount	Invoice Number
				CASH					
				2/6/12-4/5/12					
				REPL PETTY	PV	118694	021 00701	25.00	04-09-12
				CASH					
				2/6/12-4/5/12					
				REPL PETTY	PV	118694	022 00701	17.44	04-09-12
				CASH					
				2/6/12-4/5/12					
				REPL PETTY	PV	118694	023 00701	6.58	04-09-12
				CASH					
				2/6/12-4/5/12					
				REPL PETTY	PV	118694	024 00701	8.85	04-09-12
				CASH					
				2/6/12-4/5/12					
				Payment Amount				423.83	
59200	04/17/12	16786	REGENCY LIGHTING	4FT FLOURESCENT LAMP RECYCLE	PV	118643	001 00701	364.25	2378724
			Alt Payee	16847 REGENCY LIGHTING DEPT. CH 16786 PALATINE IL 60055-6786					
				Payment Amount				364.25	
59201	04/17/12	7906	S & H COMPUTER RESOURCES	TONER;DRUM CARTRIDGES	PV	118577	001 00701	782.33	7197
				Payment Amount				782.33	
59202	04/17/12	16120	SOIL CONTROL LAB	FINISHED COMPOST PACKAGE	PV	118567	001 00751	300.00	2010132
				Payment Amount				300.00	
59203	04/17/12	2958	SOUTHERN CALIFORNIA GAS CO	JBR P/S 3/6-4/4/12	PV	118612	001 00101	15.15	1200/040412
				Payment Amount				15.15	
				WLK P/S 3/1-4/1/12	PV	118613	001 00101	846.69	9400/040112
				Payment Amount				846.69	
59204	04/17/12	18641	TECHNICAL SAFETY SERVICES INC.	TEST/CERT&APE X 1000 FUME HOOD	PV	118725	001 00701	2,710.57	IN0103184
				Payment Amount				2,710.57	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
59205	04/17/12	7454	THE GRADALL RENTAL CO.	BIOFILTER MEDIA-EQUIP&L ABOR	PV	118674	001	00701	6,636.00	#040112
59206	04/17/12	5557	U.S. SAFETY & SUPPLY COMPANY	Payment Amount REPLACED FLOW SWITCHES	PV	118601	001	00701	5,024.25	259398
59207	04/17/12	3006	UNDERGROUND SERVICE ALERT	FREIGHT	PV	118601	002	00701	37.99	259398
59208	04/17/12	3023	VENCO WESTERN INC.	Payment Amount WEED ABATEMENT@RES RV#2	PV	118644	001	00701	679.00	0027690-IN
59209	04/17/12	13326	VILLA ESPERANZA SERVICES	Payment Amount 03/12 LANDSCAPE MAINT	PV	118723	001	00701	1,114.75	LVMWWD2012-4
59210	04/17/12	3884	WURTH USA INC.	Payment Amount FREIGHT FOR SHELVES & BINS	PV	118615	001	00701	37.80	94132463
59211	04/17/12	3067	XEROX CORPORATION	Payment Amount WCP123@WLK-MT R USG	PV	118717	001	00701	10.55	061067598
59212	04/17/12	15648	JOHN ZHAO	Payment Amount REIMB MEAL EXP-LCW TRAINING	PV	118668	001	00701	54.20	032112
									84,332.35	
Total Amount of Payments Written									84,332.35	
Total Number of Payments Written									47	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Document Number	Key	Amount	Invoice Number
Number	Date	Number				Number	Item Co		
59213	04/24/12	2317	ACORN NEWSPAPER	ADS:STAY IN TUNE.COMM WKSHPS	PV	118698	001 00701	902.30	870105/MAR'12
59214	04/24/12	8680	ADS, LLC	Payment Amount 03/12 MTR MAINT SRV	PV	118557	001 00701	673.14	12579.22-0312
59215	04/24/12	9271	ARMORCAST PRODUCTS CO.	Payment Amount 37 BODY,ROTOCAST METER BOX	PV	118752	001 00701	1,596.28	0136113-IN
59216	04/24/12	18113	BEST PRACTICE SYSTEMS	Payment Amount C/S BILLING&ONLIN E PMT/MAR'12	PV	118681	001 00701	2,077.20	27690
59217	04/24/12	18071	BLUE DIAMOND MATERIALS	Payment Amount 4/3/12-AC 3/8 FINE PAVING MATL	PV	118732	001 00701	184.72	320851
59218	04/24/12	5376	CALIFORNIA ELECTRIC SUPPLY	Payment Amount JCT BOX W/COVER FOR LV-2	PV	118749	001 00301	44.01	8997-774025
59219	04/24/12	5405	CALOLYMPIC SAFETY	Payment Amount MISC STORAGE SAFETY ITEMS FREIGHT	PV	118699	001 00701	442.87	100034-1
59220	04/24/12	2565	CONEJO AWARDS	Payment Amount ENGRAVING ON CLOCK-D.M.ZIM RING	PV	118697	001 00701	20.00	77610
59221	04/24/12	16072	DANARI OAK CREEK LLC	Payment Amount REF'D CR BAL ON FINALLED A/C	PV	118675	001 00101	12,441.45	580930
				Payment Amount				12,441.45	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Co	Amount	Invoice Number
59222	04/24/12	8213	DATAMATIC, LTD.	05/12 MTR READING MAINT	PV	118605	001	00701	507.05	CA-0000022371
Alt Payee										
16479 ALLIED AFFILIATED FUNDING, LP C/O DATAMATIC, LTD. P. O. BOX 676649										
59223	04/24/12	18633	PASCALINE DERRICK	REFD DEPOSIT ON CLOSED A/C INTEREST	PV	118606	001	00101	413.36	9997367
Payment Amount										
507.05										
59224	04/24/12	5622	ENVIRONMENTAL LAB ACCREDITATION PROGRAM	ANN'L ELAP FEE CERT#1533	PV	118683	001	00701	2,811.00	0512-1533
Payment Amount										
413.61										
59225	04/24/12	2654	FAMCON PIPE	4" ROMAC GASKETS VIC DI SPOOL GLASS LINED	PV	118733	001	00701	750.38	140833
Payment Amount										
2,811.00										
59226	04/24/12	2655	FERGUSON ENTERPRISES	REPAIR CLAMP 1"X 6" S.S.	PV	118753	001	00701	665.38	0404046
Payment Amount										
1,962.94										
Alt Payee										
3207 FERGUSON ENTERPRISES, INC. #1083 FILE 56809 LOS ANGELES CA 90074-6809										
59227	04/24/12	4971	FUGRO CONSULTANTS, INC.	MONITOR OF INCLINOMETERS 3/22	PV	118750	001	00301	2,440.00	04.B3000019-4 4
Payment Amount										
665.38										
Alt Payee										
6803 FUGRO CONSULTANTS, INC. P. O. BOX 200559 HOUSTON TX 77216-0559										
59228	04/24/12	18642	HOOSHANG GHAFFARI	REFD CR BAL ON FINALLED A/C	PV	118676	001	00101	118.49	370444
Payment Amount										
2,440.00										
59229	04/24/12	2698	GOLDEN STATE ELEVATOR	04/12 ELEVATOR MAINT	PV	118700	001	00701	292.01	00780458
Payment Amount										
118.49										

Las Virgenes Municipal Water
 A/P Auto Payment Register

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key	Item	Co	Amount	Invoice Number
59230	04/24/12	4525	HARRINGTON INDUSTRIAL PLASTICS INC.	MISC RLV MAINT SUPPL	PV	118735	001	00701		856.46	00582398
				CR RE:INV# 00582398	PD	118736	001	00751		16.64	00582469
			Alt Payee	HARRINGTON INDUSTRIAL PLASTICS LLC P. O. BOX 5128 14480 YORBA AVENUE						292.01	
59231	04/24/12	16809	ICTUS CONSULTING, LLC	03/12 RECORDS MGMT SRVS	PV	118558	001	00701		3,770.00	LVMWD-120401
				Payment Amount						839.82	
59232	04/24/12	3083	JCI JONES CHEMICALS, INC	SODIUM HYPOCHLORITE-5016GAL	PV	118604	001	00701		3,482.51	542032
				Payment Amount						3,770.00	
				SODIUM HYPOCHLORITE-5000GAL	PV	118729	001	00701		3,471.40	542467
				SODIUM BISULFITE-402 ZGAL	PV	118730	001	00701		5,469.92	542590
			Alt Payee	JCI JONES CHEMICALS, INC P.O. BOX 636877 CINCINNATI OH 45263-6877							
59233	04/24/12	18634	AF-SHIN KATEB	REFD CR BAL ON FINALLED A/C	PV	118608	001	00101		186.90	150324
				Payment Amount						12,423.83	
59234	04/24/12	3704	LOS ANGELES COUNTY CLERK'S OFFICE	CEQA NOTICE OF EXEMPTION	PV	118751	001	00301		75.00	10507/041612
				Payment Amount						75.00	
59235	04/24/12	2590	LOS ANGELES DAILY NEWS	UNIFORM BID NOTICE 3/5-3/12/12	PV	118627	001	00701		619.20	0010117302
				Payment Amount						619.20	

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Item	Key Co	Amount	Invoice Number
59236	04/24/12	2814	MCMMASTER-CARR SUPPLY CO	18" 316 S.S BRAIDED HOSE 2" ID	PV	118740	001	00701	171.57	21986455
Alt Payee 3197 MC MASTER-CARR P. O. BOX 7690 CHICAGO IL 60680-7690										
59237	04/24/12	2839	MOTION INDUSTRIES, INC.	BANDED V-BELTS(2)	PV	118624	001	00701	100.71	CA22-550215
Alt Payee 10317 MOTION INDUSTRIES INC. FILE 749376 LOS ANGELES CA 90074										
59238	04/24/12	2385	MSO TECHNOLOGIES	UPGRADE DESIGN	PV	118598	001	00701	5,634.00	3926
Alt Payee 2842 NAPA AUTO PARTS										
59239	04/24/12	2842	NAPA AUTO PARTS	O2 SENSORS	PV	118622	001	00701	803.01	564712
Alt Payee 17329 ODYSSEY POWER										
59240	04/24/12	17329	ODYSSEY POWER	FUEL CNTRL ASSY	PV	118702	001	00701	3,746.30	35308
Alt Payee 2302 OFFICE DEPOT										
59241	04/24/12	2302	OFFICE DEPOT	MISC OFFICE SUPPL	PV	118737	001	00701	174.41	603709705001
Alt Payee 6506 OSTERBAUER COMPRESSOR										
59242	04/24/12	6506	OSTERBAUER COMPRESSOR	ENVELOPE MAILING	PV	118738	001	00701	24.08	603709746001
Alt Payee 12206 PETRO-DIAMOND INCORPORATED										
59243	04/24/12	12206	PETRO-DIAMOND INCORPORATED	POLY V BELT FREIGHT	PV	118741	001	00701	65.67	P71104
Alt Payee 12206 PETRO-DIAMOND INCORPORATED										
59243	04/24/12	12206	PETRO-DIAMOND INCORPORATED	4/3/12-REG 87 OCTANE	PV	118693	001	00701	14.33	P71104
Alt Payee 12206 PETRO-DIAMOND INCORPORATED										
59243	04/24/12	12206	PETRO-DIAMOND INCORPORATED	4/3/12-REG 87 OCTANE	PV	118693	001	00701	32,621.00	12-12139

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	TY	Number	Key	Amount	Invoice Number	
							itm	Co		
GASOLINE										
		Alt Payee	13331	PETRO-DIAMOND INCORPORATED P.O. BOX 19617 IRVINE CA 92623-9617						
59244	04/24/12	18084	PHOENIX CIVIL ENGINEERING, INC.	Payment Amount 03/12	PV	118556	001	00701	3,022.50	MLVM07110105
59245	04/24/12	2585	PURETEC	Payment Amount 04/12-14"	PV	118623	001	00701	271.92	1141674
				SOFT WTR TANK						
				RNTL						
				04/12-14"	PV	118742	001	00701	90.63	1145312
				D.I. RNTL						
				04/12-8" D.I.	PV	118743	001	00701	21.20	1145470
				RNTL						
				Payment Amount						
59246	04/24/12	16788	RADIO ACTIVITY	SCADA RADIO EQUIP REPAIR	PV	118728	001	00701	1,509.00	041012
59247	04/24/12	18635	DIANE ROLSTON	Payment Amount REFD CR BAL ON FINALLED A/C	PV	118609	001	00101	289.21	700002
59248	04/24/12	4456	ROTARY CLUB OF WESTLAKE VILLAGE	Payment Amount WLK STREET FESTIVAL 4/22/12	PV	118610	001	00701	1,000.00	032712
59249	04/24/12	17174	ROTH STAFFING COMPANIES, LP	Payment Amount P/E 4/01/12-RAMIR EZ, PEDRO	PV	118680	001	00701	587.20	12713576
59250	04/24/12	15800	SAFE AND BEAUTIFUL TREE CO., INC.	Payment Amount CUT & REMOVE TREES, SHRUBS	PV	118705	001	00701	1,400.00	040912
59251	04/24/12	18056	BARRY STEINHARDT	Payment Amount REIMB EXP-POWER CNF 3/8--3/9/12	PV	118682	001	00701	75.57	030912

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Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key Itm	Key Co	Amount	Invoice Number
59252	04/24/12	3789	T & T TRUCK & CRANE SERVICE	Payment Amount RE-REPL CLEARWELL LADDER	PV	118611	001	00301	3,108.50	0100461-IN
				Payment Amount					75.57	
59253	04/24/12	4595	THE COPY DEPARTMENT	Payment Amount SCAN BOOK-DRAWING TO CD/PDF	PV	118696	001	00701	146.14	1482747
				Payment Amount					3,108.50	
59254	04/24/12	9505	TIRE MAN AGOURA	Payment Amount 4 NEW TIRES FOR VEH#140	PV	118745	001	00701	864.93	2014100
				Payment Amount					146.14	
59255	04/24/12	18595	VENTURA CONSTRUCTION INC.	Payment Amount PRG PMT#2-CMPST CEILING REPR 10% RETENTION ON PMT#2	PV	118726	001	00701	11,000.00	10931#2
				Payment Amount					864.93	
59256	04/24/12	2436	VINCE BARNES AUTOMOTIVE	Payment Amount VEHICLE MAINT#841 VEHICLE MAINT#874	PV	118625	001	00701	278.33	018955
				Payment Amount					99,000.00	
59257	04/24/12	2729	VULCAN MATERIALS CO.	Payment Amount SE-30 FILL HOT MIX ALSPLALT	PV	118695	001	00701	490.42	703322
				Payment Amount					622.58	
		Alt Payee	6457 VULCAN MATERIALS COMPANY FILE 55572 LOS ANGELES CA 90074-5572	Payment Amount					490.42	
59258	04/24/12	3035	VWR SCIENTIFIC	Payment Amount LAURYL TRYPTOSE BROTH PHOSPHATE BUFFER DILUTION	PV	118620	001	00701	451.18	8050029037
				Payment Amount					108.03	8050032521
		Alt Payee	3216 VWR INTERNATIONAL, INC P. O. BOX 640169 PITTSBURGH PA 15264-0169	Payment Amount					559.21	

Batch Number - 215707
Bank Account - 00146807 Cash-General

Payment Number	Payment Date	Address Number	Name	Payment Stub Message	Ty	Document		Key	Amount	Invoice Number
						Number	Co			
59259	04/24/12	3109	W. LITTEN	SRV 3/25-3/31/12- RANCHO	PV	118703	001 00701	001 00701	3,018.20	0320193
				SRV 4/01-4/07/12 RANCHO	PV	118704	001 00701	001 00701	3,518.38	0320194
				Payment Amount 3/29/12	PV	118553	001 00701	6,536.58	1,198.00	12727
59260	04/24/12	9355	W.A.S.T.E.C., INC.	SEPTIC SRV 3/29/12	PV	118555	001 00701	001 00701	809.00	12728
				SEPTIC SRV Payment Amount	PV	118677	001 00101	2,007.00	1,325.69	9997392
59261	04/24/12	18643	WARD CORPORATION	REFD DEPOSIT ON CLOSED A/C	PV	118678	001 00101	001 00101	.38	9997392/INT
				INTEREST Payment Amount	PV	118594	001 00701	1,326.07	653.70	028247
59262	04/24/12	3047	WESCO DISTRIBUTION, INC.	MISC RLV MAINT SUPPL	PV	118701	001 00701	001 00701	115.87	030579
				1/2" WHIT POLY LBL TAPE(5)	PV	118739	001 00701	001 00701	300.85	032085
				1/4 WHIT HEAT SHRK TAPE	PV					
				Alt Payee 6443 WESCO DISTRIBUTION, INC PO BOX 31001-0465 PASADENA CA 91110-0465						
				Payment Amount R&R-HOT H2O BOILER@BLDG7	PV	118593	001 00701	1,070.42	3,359.64	S38205
59263	04/24/12	3048	WEST COAST AIR CONDITIONING	3/14/12-PRV MAINT@RLV	PV	118595	001 00701	001 00701	450.00	S39190
				3/13/12-PRV MAINT@RLV BLDG	PV	118596	001 00701	001 00701	385.00	S39189
				3/14/12-PRV MAINT@LV-2	PV	118597	001 00701	001 00701	115.00	S39214
				3/13/12 PRV MAINT@BLDG8	PV	118684	001 00701	001 00701	650.00	S39169
				3/13/12 PRV	PV	118685	001 00701	001 00701	30.00	S39182

Batch Number - 215707
Bank Account - 00146807 Cash-General

Payment Number	Date	Address Number	Name	Payment Stub Message	Ty	Document Number	Key itm	Co	Amount	Invoice Number
				MAINT@BLDG 2						
				3/13/12 PRV	PV	118686	001	00701	240.00	S39183
				MAINT@BLDG7						
				3/14/12 PRV	PV	118687	001	00701	135.00	S39199
				MAINT@TAPIA						
				3/14/12 PRV	PV	118688	001	00701	108.00	S39215
				MAINT@US#1						
				3/14/12 PRV	PV	118689	001	00701	62.00	S39216
				MAINT@US#2						
				3/14/12 PRV	PV	118690	001	00701	45.00	S39228
				MAINT@WLK						
				3/14/12 PRV	PV	118691	001	00701	50.00	S39229
				MAINT@CORNELL						
				P/S						
				REPL BELT ON	PV	118692	001	00701	10.04	S39623
				PCKG						
				UNIT@TAPIA						
				Payment Amount					5,639.68	
59264	04/24/12	18640	WEST COAST POWER SOLUTIONS	REPR POWER TO TSM@BLDG8	PV	118679	001	00701	535.00	S2323
				Payment Amount					535.00	
				Total Amount of Payments Written					221,120.77	
				Total Number of Payments Written					52	

Date: April 11, 2012
 To: John R. Mundy, General Manager
 From: Finance and Administration Department
 Subject: Investment Report for the Month of March 2012

Summary of Investments

Investments Maturing Within Six Months:

Disc./Cpn Rate	Yield To Maturity	Investment Type	Date Invested	Date Matures	Book Value	Par Value	Market Value	Market Value Source
2.400%	2.400%	FHLB-Bullet	06/15/09	08/15/12	1,000,000	1,000,000	1,008,310	Custodian
		Sub-Total			1,000,000	1,000,000	1,008,310	

Investments Maturing After Six Months:

4.760%	3.573%	CTGEN-Municipal Bond	09/01/09	08/01/13	1,043,000	1,000,000	1,035,620	Custodian
3.000%	2.950%	LAUSD-Municipal Bond	10/15/09	07/01/13	1,001,710	1,000,000	1,022,860	Custodian
2.662%	2.662%	NYCGEN-Municipal Bond	06/04/10	05/01/14	1,000,000	1,000,000	1,041,190	Custodian
1.500%	1.500%	FNMA-Callable Coupon	09/08/10	09/08/14	1,000,000	1,000,000	1,019,850	Custodian
1.125%	1.125%	FHLB-Bullet	09/20/10	12/30/13	1,000,000	1,000,000	1,013,020	Custodian
1.150%	1.150%	FHLB-Callable Coupon	11/24/10	07/24/14	1,000,000	1,000,000	1,014,660	Custodian
2.000%	2.000%	FHLB-Bullet	03/15/11	03/30/15	1,000,000	1,000,000	1,039,680	Custodian
1.750%	1.750%	FHLB-Callable Coupon	04/20/11	10/20/14	1,000,000	1,000,000	1,000,770	Custodian
2.000%	2.000%	FHLB-Callable Coupon	04/20/11	04/20/15	1,000,000	1,000,000	1,000,650	Custodian
1.700%	1.700%	FNMA-Callable Coupon	04/25/11	07/25/14	1,000,000	1,000,000	1,000,880	Custodian
2.125%	2.125%	FNMA-Callable Coupon	07/22/11	07/22/16	1,000,000	1,000,000	1,018,630	Custodian
1.700%	1.700%	FNMA-Callable Coupon	10/24/11	10/24/16	1,000,000	1,000,000	1,004,910	Custodian
1.000%	1.000%	FNMA-Callable Coupon	10/26/11	10/26/15	1,000,000	1,000,000	1,001,020	Custodian
1.5% & Up	1.814%	FNMA-Callable Coupon	10/26/11	10/26/16	1,000,000	1,000,000	1,003,510	Custodian
1.000%	1.000%	FNMA-Callable Coupon	10/26/11	10/26/15	1,000,000	1,000,000	1,002,710	Custodian
1.750%	1.750%	FHLMC-Callable Coupon	11/09/11	11/09/16	1,000,000	1,000,000	1,001,540	Custodian
1.750%	1.750%	FNMA-Callable Coupon	11/09/11	11/09/16	1,000,000	1,000,000	1,001,430	Custodian
1.25% & Up	1.688%	FNMA-Callable Coupon	11/23/11	11/23/16	2,000,000	2,000,000	2,005,840	Custodian
1.125% & Up	1.759%	FNMA-Callable Coupon	11/23/11	11/23/16	1,000,000	1,000,000	1,002,470	Custodian
1.000%	1.000%	FNMA-Callable Coupon	11/28/11	05/28/15	1,000,000	1,000,000	1,000,810	Custodian
1.330%	1.330%	FFCB-Callable Coupon	12/07/11	12/07/15	1,000,000	1,000,000	1,002,820	Custodian
1.125%	1.125%	FHLMC-Callable Coupon	12/12/11	06/12/15	1,000,000	1,000,000	1,001,550	Custodian
1.700%	1.700%	FNMA-Callable Coupon	12/14/11	12/14/16	1,000,000	1,000,000	1,001,460	Custodian
1.300% & Up	1.403%	FNMA-Callable Coupon	01/30/12	01/30/17	1,000,000	1,000,000	1,001,820	Custodian
1.300%	1.300%	FNMA-Callable Coupon	01/30/12	01/30/17	1,000,000	1,000,000	997,920	Custodian
1.230%	1.230%	FFCB-Callable Coupon	01/30/12	01/30/17	1,000,000	1,000,000	999,210	Custodian
1.250%	1.250%	FNMA-Callable Coupon	02/14/12	02/14/17	2,000,000	2,000,000	2,002,620	Custodian
1.250%	1.250%	FHLMC-Callable Coupon	02/17/12	02/17/17	1,000,000	1,000,000	998,760	Custodian

LVMWD Investment Report for the Month Ending March 31, 2012

Disc./Cpn Rate	Yield To Maturity	Investment Type	Date Invested	Date Matures	Book Value	Par Value	Market Value	Market Value Source
Investments Maturing After Six Months (continued):								
1.300%	1.300%	FNMA-Callable Coupon	02/21/12	02/21/17	1,000,000	1,000,000	1,000,280	Custodian
1.200%	1.200%	FHLB-Callable Coupon	02/21/12	02/21/17	1,000,000	1,000,000	996,550	Custodian
1.150%	1.150%	FHLMC-Callable Coupon	02/28/12	02/28/17	1,000,000	1,000,000	994,970	Custodian
1.260%	1.260%	FFCB-Callable Coupon	03/01/12	03/01/17	1,000,000	1,000,000	995,300	Custodian
1.250%	1.250%	FNMA-Callable Coupon	03/06/12	03/06/17	1,000,000	1,000,000	996,740	Custodian
1.250%	1.250%	FNMA-Callable Coupon	03/13/12	03/13/17	1,000,000	1,000,000	998,170	Custodian
1.300%	1.300%	FFCB-Callable Coupon	03/20/12	03/20/17	1,000,000	1,000,000	1,001,780	Custodian
1.300%	1.300%	FNMA-Callable Coupon	03/22/12	03/22/17	1,000,000	1,000,000	998,180	Custodian
0.700%	0.700%	FNMA-Callable Coupon	03/26/12	03/26/15	1,000,000	1,000,000	1,003,690	Custodian
0.670%	0.670%	FNMA-Bullet	03/26/12	08/26/15	1,000,000	1,000,000	995,780	Custodian
1.050%	1.050%	FFCB-Bullet	03/28/12	03/28/16	1,000,000	1,000,000	1,004,720	Custodian
1.400%	1.400%	FHLMC-Callable Coupon	03/28/12	03/28/17	1,000,000	1,000,000	1,004,580	Custodian
1.270%	1.270%	FHLB-Bullet	03/30/12	03/02/17	1,000,000	1,000,000	1,002,020	Custodian
Sub-Total					43,044,710	43,000,000	43,230,970	
Total Investments					44,044,710	44,000,000	44,239,280	

Note: Gov. Agency Coupon Notes will distribute interest every six month.

1-CPNRT=1.5% to 10/14; 1.75% to 10/15; 2.25% to 04/16; thereafter 3.5%.

3-CPNRT=1.125% to 11/12; 1.25% to 11/13; 1.5% to 11/14; 2% to 11/15; thereafter 3%.

2-CPNRT=1.25% to 11/13; 1.5% to 5/15; 2% to 11/15; 2.5% to 5/16; thereafter 3%.

4-CPNRT=1% to 1/14; 1.125% to 7/14; 1.25% to 1/15; 1.5% to 7/15; 1.75% to 1/16; 2% to 7/16; thereafter 2.5%.

Interest earnings for the month were as followed:

	Amount Earned/Accrued	Current Yield
Refunding Revenue Bonds - Reserve Fund (Bank of New York Mellon)	\$895	0.383%
Investments	50,214	1.490%
Local Agency Investment Fund (LAIF)	7,620	0.383%
HighMark US Treasury Money Market Fund	1	0.000%
Sweep Accounts (Wells Fargo Bank/Bank of New York Mellon)	8	0.010%
Total Earnings	\$58,738	

Schedule of Investment Balance Limitations (Per District investment policy)

The source of the market valuation is as followed:

Investments (Note 1)	Total Amount Invested	% of Total	Max. Limit Allowed
Refunding Revenue Bonds - Reserve Fund (Bank of New York Mellon/LAIF)	2,761,547	62.13%	no limit
HighMark US Treasury Money Market Fund (Union Bank)	10,944	3.90%	1 yr debt pmt.
Local Agency Investment Fund (LAIF)	24,064,391	0.02%	no limit
Total	\$70,881,592	33.95%	50,000,000
		100.00%	

(Note 2)

Note 1: The average weighted duration for investments, excluding LAIF, is 1,409 days, which is under the assumption that callable coupons will not be called and will be held until maturity.
 Note 2: In March 2012, Joint Powers Authority's participation in investment is \$5,903,049.00, of which \$4,637,789.95 (or 78.56%) belongs to LV.

LVMWD Investment Report for the Month Ending March 31, 2012

Bank Account Balances as of March 31, 2012:

Bank Name	Account Type	Amount
Wells Fargo Bank	Checking	\$63,131 (Note 3)
Wells Fargo Bank	Sweep	1,178,356
Bank of New York Mellon	Money Market	0
Total		\$1,241,487

Note 3: This is bank balance without adjusting for outstanding checks. The total amount of outstanding checks is unavailable at the time of reporting.

"All District investments are included in this report and all investments, except those relating to debt issues and deferred compensation programs funds, conform to District investment policy. All investment transactions within the period covered by this report, except for the exceptions noted above, conform to District investment policy. Deferred compensation program funds are not included in this report; their investment is directed by individual employees participating in the deferred compensation program and not by the District. Debt issue funds are included in this report; their investment is controlled by specific provisions of the issuance documents and not by the District."

"The deposits and investments of the District safeguard the principal and maintain the liquidity needs of the District, providing the District with the ability to meet expenditure requirements for the next six months. The maturity dates are compatible with foreseeable cash flow requirements. The deposits and investments can be easily and rapidly converted into cash without substantial loss of value."

Approved for April 24, 2012 Agenda:


 John R. Mundy, General Manager

I HEREBY CERTIFY THAT THE FOREGOING IS TRUE AND CORRECT
 TO THE BEST OF MY KNOWLEDGE


 April 12, 2012

Barry Steinhardt, Treasurer



April 24, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Investment Review for the First Quarter 2012.

SUMMARY:

A list of investments as of March 31, 2012 is presented for Board review. The total interest for the quarter is \$178,096.99. The average weighted portfolio duration excluding LAIF, reserve fund and money market fund is 1,409 days. The duration extended a little bit longer compared to last quarter. The investment portfolio includes Joint Powers Authority funds in the amount of \$5,903,049.00, of which \$4,637,789.95 belongs to Las Virgenes. Of the total investments, \$3.8 million is restricted by Statue, \$4.9 million is prepaid development fees, \$2.8 million is restricted by bond covenants, and \$52.4 million is set aside for board approved reserves, including reserves for future maintenance and replacement of major capital assets.

DISCUSSION:

During this quarter, \$11 million of investments were called or matured, and \$19 million of investments were purchased. Investment in LAIF decreased \$7.8 million this quarter due to purchase of agency notes while interest rates were a little better in March. Investments as of March 31, 2012 include the following:

LAIF - General	\$26,825,938
Government Agency Notes:	
Maturing in 2012	1,000,000
Maturing in 2013	1,000,000
Maturing in 2014 or later	39,000,000
Municipal Bonds	3,044,710
U.S. Treasury Money Market Fund	10,944

Total	\$70,881,592

These investments generated interest of \$178,096.99 for the quarter. Investment portfolio ratios were as follows:

Investments in LAIF	37.85%
Callable Federal Agency Notes	49.38%
Federal Agency Bullet/Coupon Notes	8.46%
Municipal Bonds	4.30%
U.S. Treasury Money Market Fund	0.01%

Total	100.00% ITEM 5C

Prepared By: Violet Liou, Finance Manager

ATTACHMENTS:

[Investment Review 1st Qtr 12 Cash Analysis and Graph](#)

**LAS VIRGENES MUNICIPAL WATER DISTRICT
INVESTMENTS - 1ST QUARTER ENDED MARCH 31, 2012**

Investment Type	Interest Rate	No. of Days	Purchase Date	Maturity Date	Book Value	Par Value	Quarterly Interest Earned	Quarterly Interest Accrued	Quarterly Total Interest
FFCB - Bullet	1.050%	1461	03/28/12	03/28/16	1,000,000.00	1,000,000.00		112.90	112.90
FFCB - Callable	2.000%	365	02/02/11	02/02/12	1,000,000.00	1,000,000.00	1,726.16		1,726.16
FFCB - Callable	2.100%	282	03/29/11	01/05/12	1,000,000.00	1,000,000.00	233.33		233.33
FFCB - Callable	1.330%	1461	12/07/11	12/07/15	1,000,000.00	1,000,000.00		3,324.99	3,324.99
FFCB - Callable	1.230%	1827	01/30/12	01/30/17	1,000,000.00	1,000,000.00		2,118.33	2,118.33
FFCB - Callable	1.260%	1826	03/01/12	03/01/17	1,000,000.00	1,000,000.00		1,050.00	1,050.00
FFCB - Callable	1.300%	1826	03/20/12	03/20/17	1,000,000.00	1,000,000.00		419.35	419.35
FHLB - Bullet	2.100%	1095	01/23/09	01/23/12	1,000,000.00	1,000,000.00	1,241.94		1,241.94
FHLB - Bullet	1.125%	1197	09/20/10	12/30/13	1,000,000.00	1,000,000.00		2,812.50	2,812.50
FHLB - Bullet	1.150%	1338	11/24/10	07/24/14	1,000,000.00	1,000,000.00		2,874.99	2,874.99
FHLB - Bullet	2.000%	1476	03/15/11	03/30/15	1,000,000.00	1,000,000.00		4,999.99	4,999.99
FHLB - Bullet	1.270%	1798	03/30/12	03/02/17	1,000,000.00	1,000,000.00		68.28	68.28
FHLB - Callable	2.400%	1157	06/15/09	08/15/12	1,000,000.00	1,000,000.00		6,000.00	6,000.00
FHLB - Callable	2.000%	365	02/28/11	02/28/12	1,000,000.00	1,000,000.00	3,273.78		3,273.78
FHLB - Callable	1.750%	1279	04/20/11	10/20/14	1,000,000.00	1,000,000.00		4,374.99	4,374.99
FHLB - Callable	2.000%	1461	04/20/11	04/20/15	1,000,000.00	1,000,000.00		5,000.01	5,000.01
FHLB - Callable	1.200%	1827	02/21/12	02/21/17	1,000,000.00	1,000,000.00		1,310.34	1,310.34
FHLMC - Callable	2.310%	184	07/27/11	01/27/12	1,000,000.00	1,000,000.00	1,614.52		1,614.52
FHLMC - Callable	1.600%	92	10/27/11	01/27/12	1,000,000.00	1,000,000.00	1,118.29		1,118.29
FHLMC - Callable	1.750%	1827	11/09/11	11/09/16	1,000,000.00	1,000,000.00		4,374.99	4,374.99
FHLMC - Callable	1.125%	1278	12/12/11	06/12/15	1,000,000.00	1,000,000.00		2,812.50	2,812.50
FHLMC - Callable	1.250%	1827	02/17/12	02/17/17	1,000,000.00	1,000,000.00		1,508.62	1,508.62
FHLMC - Callable	1.150%	1827	02/28/12	02/28/17	1,000,000.00	1,000,000.00		1,024.42	1,024.42
FHLMC - Callable	1.400%	1826	03/28/12	03/28/17	1,000,000.00	1,000,000.00		150.54	150.54
FNMA - Bullet	0.670%	1248	03/26/12	08/26/15	1,000,000.00	1,000,000.00		108.06	108.06
FNMA - Callable	1.500%	1461	09/08/10	09/08/14	1,000,000.00	1,000,000.00		3,750.00	3,750.00
FNMA - Callable	1.450%	365	01/24/11	01/24/12	1,000,000.00	1,000,000.00	896.54		896.54
FNMA - Callable	1.625%	365	01/25/11	01/25/12	1,000,000.00	1,000,000.00	1,048.35		1,048.35
FNMA - Callable	1.700%	1187	04/25/11	07/25/14	1,000,000.00	1,000,000.00		4,250.01	4,250.01
FNMA - Callable	1.75% & Up	184	07/11/11	01/11/12	1,000,000.00	1,000,000.00	517.49		517.49

**LAS VIRGENES MUNICIPAL WATER DISTRICT
INVESTMENTS - 1ST QUARTER ENDED MARCH 31, 2012**

Investment Type	Interest Rate	No. of Days	Purchase Date	Maturity Date	Book Value	Par Value	Quarterly Interest Earned	Quarterly Interest Accrued	Quarterly Total Interest
FNMA - Callable	2.125%	1827	07/22/11	07/22/16	1,000,000.00	1,000,000.00		5,312.49	5,312.49
FNMA - Callable	2.000%	184	07/26/11	01/26/12	1,000,000.00	1,000,000.00	1,344.07		1,344.07
FNMA - Callable	1.700%	1827	10/24/11	10/24/16	1,000,000.00	1,000,000.00		4,250.01	4,250.01
FNMA - Callable	1.000%	1461	10/26/11	10/26/15	1,000,000.00	1,000,000.00		2,499.99	2,499.99
FNMA - Callable	1.5% & Up	1827	10/26/11	10/26/16	1,000,000.00	1,000,000.00		3,750.00	3,750.00
FNMA - Callable	1.000%	1461	10/26/11	10/26/15	1,000,000.00	1,000,000.00		2,499.99	2,499.99
FNMA - Callable	1.750%	1827	11/09/11	11/09/16	1,000,000.00	1,000,000.00		4,375.00	4,375.00
FNMA - Callable	1.25% & Up	1827	11/23/11	11/23/16	2,000,000.00	2,000,000.00		6,249.99	6,249.99
FNMA - Callable	1.125% & Up	1827	11/23/11	11/23/16	1,000,000.00	1,000,000.00		2,812.50	2,812.50
FNMA - Callable	1.000%	1277	11/28/11	05/28/15	1,000,000.00	1,000,000.00		2,499.99	2,499.99
FNMA - Callable	1.700%	1827	12/14/11	12/14/16	1,000,000.00	1,000,000.00		4,250.01	4,250.01
FNMA - Callable	1.0% & Up	1827	01/30/12	01/30/17	1,000,000.00	1,000,000.00		1,720.42	1,720.42
FNMA - Callable	1.300%	1827	01/30/12	01/30/17	1,000,000.00	1,000,000.00		2,238.88	2,238.88
FNMA - Callable	1.250%	1827	02/14/12	02/14/17	1,000,000.00	1,000,000.00		1,616.38	1,616.38
FNMA - Callable	1.250%	1827	02/14/12	02/14/17	1,000,000.00	1,000,000.00		1,616.38	1,616.38
FNMA - Callable	1.300%	1827	02/21/12	02/21/17	1,000,000.00	1,000,000.00		1,419.54	1,419.54
FNMA - Callable	1.250%	1826	03/06/12	03/06/17	1,000,000.00	1,000,000.00		873.66	873.66
FNMA - Callable	1.250%	1826	03/13/12	03/13/17	1,000,000.00	1,000,000.00		638.44	638.44
FNMA - Callable	1.300%	1826	03/22/12	03/22/17	1,000,000.00	1,000,000.00		349.46	349.46
FNMA - Callable	0.700%	1095	03/26/12	03/26/15	1,000,000.00	1,000,000.00		112.90	112.90
US BANCORP-TLGP	2.250%	1096	03/12/09	03/12/12	999,880.00	1,000,000.00	4,595.81		4,595.81
CTCGEN-Muni Bond	4.760%	1430	09/01/09	08/01/13	1,043,000.00	1,000,000.00		11,900.01	11,900.01
LAUSD-Muni Bond	3.000%	1355	10/15/09	07/01/13	1,001,710.00	1,000,000.00		7,500.00	7,500.00
NYCGEN-Muni Bond	2.662%	1427	06/04/10	05/01/14	1,000,000.00	1,000,000.00		6,654.99	6,654.99
Reserve Fund-LAIF & Other					2,761,547.10				2,645.22
LAIF - All Other (3-month Average Balances)					31,641,057.34				30,225.01
Fidelity U.S. Treasury Money Market Fund (3-month Average Balances)					12,093.28				1.47
Bank of New York Mellon/Wells Fargo Sweep Accounts (3-month Average Bal.)					691,769.84				28.17
Total							50,510.15	127,586.84	178,096.99

LVMWD CASH ANALYSIS - MARCH 31, 2012

	Financial Policies	Restricted by Statute	Restricted - Accrued Liability	Restricted - Funds Held in Trust for Others	Restricted by Bond Covenants	Total Restricted and Unrestricted
Operating Funds	10,942,503					10,942,503
Potable Water Construction		3,373,384				3,373,384
Recycled Water Construction		427,859				427,859
Sanitation Construction		15,614				15,614
Potable Water/District Wide Assets Replacement	19,138,718					19,138,718
Recycled Water Replacement	4,013,785					4,013,785
Sanitation Replacement	6,322,889					6,322,889
Emergency/Insurance Reserve	3,209,437					3,209,437
Vested Sick Leave			1,353,302			1,353,302
Joint Powers Authority - Operations and Construction				5,971,034		5,971,034
Prepaid Capacity Fees and Other Deposits				4,874,551		4,874,551
Refunding Revenue Bonds - Reserve Fund					2,761,547	2,761,547
Refunding Revenue Bonds - Revenue/Interest Fund					0	0
Rate Stabilization Reserve	8,823,052					8,823,052
Total	52,450,384	3,816,857	1,353,302	10,845,585	2,761,547	71,227,675

Financial Policy - Cash required to comply with District's adopted Financial Policy. Operating funds must have cash equal to three months of expense plus debt service for one year. Emergency/Insurance Reserve was approved in 2005 and is set at 2% of fixed assets net of land. Rate Stabilization Reserve shields ratepayers from dramatic increases due to climatic events.

Legal Restrictions - AB 1600 requires that development impact fees can only be used for capital projects related to expansion, not replacement or enhancement. The law also restricts interest earned on these funds to the same purpose.

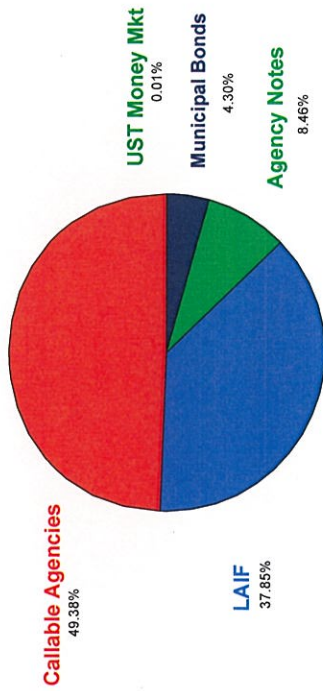
Accrued Liability - Contractual obligation with long-term employees.

Trust Funds - Money held by the District that we do not own and may have to return, such as deposits from developers and customers.

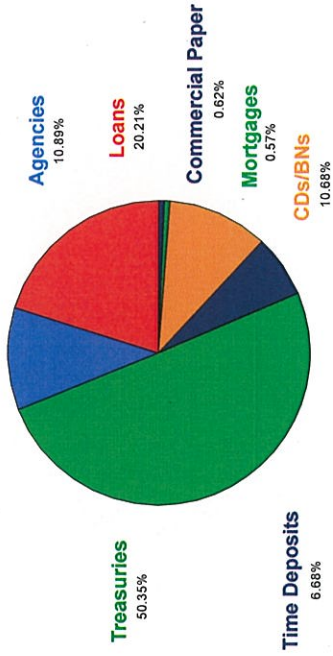
Bond Covenants - Money relating to bond financing that is restricted in use and required by promises made in bond documents.

Operating funds includes three-month operating expenses.

L V M W D
Investment Portfolio Composition
\$70.9 Million
3/31/12



Local Agency Investment Fund (LAIF)
Investment Portfolio Composition
\$64.3 Billion
3/31/12





ASSOCIATION OF CALIFORNIA WATER AGENCIES
GENERAL SESSION MEMBERSHIP MEETING

WEDNESDAY, MAY 9, 2012

TO: Donna Pangborn, Executive Assistant/Clerk of the Board

FAX: 916-554-2350

E-MAIL: donnap@acwa.com

The person designated below will be attending the ACWA General Session Membership Meeting on **Wednesday, May 9, 2012**, as our voting delegate.

Signature of Delegate: _____

Printed Name of Delegate: _____

Member Agency: Las Virgenes Municipal Water District

Telephone Number: (818) 251-2100

E-mail: GENERALMANAGER@LVMWD.COM

Date: 04/24/2012

REMINDER: Proxy cards will be available for pick up on **Wednesday, May 9, 2012**, between **9:00 a.m.** and **1:00 p.m.** at the General Session Proxy Desk in the De Anza Foyer area of the Portola Plaza Hotel, outside of the De Anza Ballroom where the luncheon and General Session Membership meeting will be held.



Association of California Water Agencies
910 K Street, Suite 100,
Sacramento, California 95814-3577
916.441.4545 FAX 916.325.4849

Hall of the States
400 N. Capitol St., N.W., Suite 357 South,
Washington, D.C. 20001-1512
202.434.4760 FAX 202.434.4763
www.acwa.com

*Rec'd 04/03/12
Ke*

MEMORANDUM

TO: ACWA Public Agency Members
General Managers and Board Presidents

CC: ACWA Board of Directors

FROM: Randy Record, ACWA President
John A. Coleman, ACWA Vice President

DATE: April 3, 2012

SUBJECT: General Session Membership Meeting at ACWA's 2012 Spring Conference – May 9, 2012

There will be a General Session Membership Meeting of the ACWA membership at ACWA's 2012 Spring Conference in Monterey, California, on Wednesday, May 9. The purpose of this meeting is to conduct a vote by the membership on proposed amendments to the bylaws recommended by the ACWA Board of Directors at its meeting of March 30. The proposed bylaws amendments are attached hereto. The bylaws amendments represent several clean-up items from the comprehensive amendments approved by the membership on December 1, 2010.

As reviewed and recommended by the Legal Affairs Committee and ACWA Board of Directors, the significant changes in the draft amended bylaws include:

- Per the recommendation from Region 10, clarifying the respective roles of the Board and the Executive Committee, making clear that the Board retains ultimate authority for the Association.
- Per the recommendation from Region 10, separating the role of the Executive Director from the Treasurer.
- Inclusion of a code of conduct for Board Members, to be developed and enforced by the Board.
- Conversion of the Insurance and Personnel Committee into a Personnel and Benefits Committee, in light of HBA's independence from ACWA.

- Elevation of the Membership Committee from special committee to standing committee status, with a seat on the ACWA Board of Directors.
- Updating of the qualifications for State Legislative Committee members in light of the Association's focus on regions rather than types of districts.

The Board of Directors recommends adoption of these bylaws amendments through a vote of the membership. Scott Shapiro, chair of the Legal Affairs Committee, is available in advance of the meeting of the membership to answer any questions you may have (916-520-5234 or sshapiro@downeybrand.com) and will also provide a brief overview of these changes during the General Session Membership Meeting before the item is called for a vote.

MEMBERSHIP VOTING PROCESS

Each member agency present will be issued one proxy card for voting purposes. Proxy cards will be available for pick up on **Wednesday, May 9, 2012**, between **9:00 a.m. and 1:00 p.m.** at the **General Session Proxy Desk** in the **De Anza Foyer** area of the Portola Plaza Hotel, outside of the **De Anza Ballroom** where the luncheon and General Session Membership meeting will be held. Members are allowed one proxy card per agency, and a representative of the agency will be required to register and sign as the proxy holder.

To expedite the sign-in process at the **General Session Proxy Desk**, please indicate your voting designee on the enclosed proxy form and return it by fax (**916-554-2350**) or e-mail (**donnap@acwa.com**) at your earliest convenience. If there is a last minute change of delegate, please let us know before the meeting date by contacting ACWA's Executive Assistant/Clerk of the Board, Donna Pangborn, at 916-441-4545 or donnap@acwa.com.

If you have any questions, do not hesitate to contact us by telephone or e-mail.

dgp

Enclosures:

1. General Session Membership Meeting – Agenda, May 9, 2012
2. General Session Membership Meeting – Minutes, November 30, 2011
3. Draft ACWA Bylaws Amendments – Redline Version
4. Draft ACWA Bylaws Amendments – Clean Version
5. Proxy Form



Association of California Water Agencies
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Sacramento, California 95814-3577
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GENERAL SESSION MEMBERSHIP MEETING

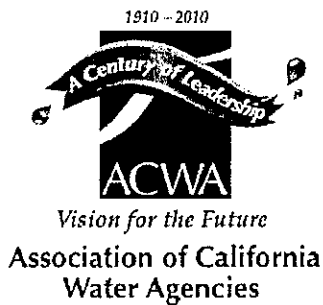
*Wednesday, May 9, 2012
Portola Plaza Hotel, De Anza Ballroom
At the Conclusion of the Luncheon Program: 1:30 p.m.
Monterey, California*

AGENDA

- | | |
|---|--------------------------------|
| I. Call to Order | Randy Record |
| II. Approval of General Session Membership Meeting Minutes: <ul style="list-style-type: none">• November 30, 2011 | Randy Record |
| III. Proposed Draft ACWA Bylaws Amendments | Randy Record and Scott Shapiro |
| IV. Adjournment | Randy Record |

Note: For members not attending the luncheon program, the doors will be open at 1:20 p.m. to allow access to the General Session Membership Meeting.

ITEM 7A



Association of California Water Agencies
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GENERAL SESSION MEMBERSHIP MEETING

*Wednesday, November 30, 2011
Anaheim Marriott, Platinum Ballroom 5/6
At the Conclusion of the Luncheon Program: 1:30 – 2:00 p.m.
Anaheim, California*

MINUTES

ACWA President Paul Kelley called the meeting to order at 1:30 p.m.

M/S/C Approved the minutes of December 1, 2010, as presented.

President Kelley provided an overview of the election procedures, and Clerk of the Board Donna Pangborn and Legal Counsel/Legislative Advocate Whitnie Henderson provided a proxy count. Following their count, they determined a quorum had been established, noting that of the 110 delegates who had signed in at the Election Desk, 88 were present to vote.

Robert Nees, Chair of ACWA's Nominating Committee, reviewed the procedures used to select ACWA's slate for President and Vice President, noting the Committee had interviewed the candidates and presented their recommendation to the Board of Directors on September 30, 2011. Mr. Nees stated it was his pleasure to present the slate of Randy Record, Region 9, for President and John Coleman, Region 5, for Vice President.

President Kelly called for nominations from the floor for President. There were none. Nominations for President were closed and upon M/S/C, Randy Record was elected as ACWA's President for the 2012-2013 term.

President Kelly called for nominations from the floor for Vice President. There were none. Nominations for Vice President were closed and upon M/S/C, John Coleman was elected as ACWA's President for the 2012-2013 term.

President Kelley expressed what an honor it had been to serve as ACWA's President and Vice President over the past four years. He thanked his wife and the ACWA members, noting he would not have been able to do the job without their support and assistance.

There being no other business to come before the General Membership, the meeting was adjourned at 12:47 p.m.

Respectfully submitted,

Donna G. Pangborn
ACWA Executive Assistant/Clerk of the Board

**BYLAWS OF THE
ASSOCIATION OF CALIFORNIA WATER AGENCIES**

(As amended by the Members on December 1, 2010)
with changes recommended by the ACWA Board – March 30, 2012)

ARTICLE 1 – GENERAL

Section 1. Name. The name of this California nonprofit corporation shall be the Association of California Water Agencies (hereinafter referred to as the Association).

Section 2. Principal Office. The principal office for the transaction of business of the Association is located at 910 K Street, Suite 100, Sacramento, California; provided, however, that the Board of Directors may change the location of the principal office by resolution and without amendment of these bylaws.

Section 3. Purposes. The purposes of the Association shall be to work together with its members and others for the best interests of California and its citizens and landowners who use, need and depend upon water; to encourage the orderly development of the waters of the state; to seek means of obtaining and making available to all of California a dependable water supply of the best possible quality at the lowest possible cost, giving due consideration to environmental factors involved therein; to provide inspiration and leadership in meeting and solving the water supply problems of this state; to propose and advocate such policies and measures—local, state and federal—that serve the best interests of the Association, opposing those of contrary nature; to assist in promoting the health, safety and welfare of the employees of its members; and to do all other things that are in the best interests of its members.

ARTICLE 2 – MEMBERSHIP AND DUES

Section 1. Membership.

- A. **Members.** Only a public district, public agency, or public organization created and operated for the purpose of controlling, treating, developing, acquiring, using or supplying water for any purpose for inhabitants or lands within the state of California, or for the protection, drainage or reclamation of lands within the state of California, may become a member of the Association. Such an entity will become a member upon written application, approval by the Board of Directors, and the payment of the required dues. Acceptance to membership shall authorize full participation in Association activities. Except as otherwise provided in subsection (B) below, in no case may an organization other than a state, a political subdivision (as defined in § 1.103-1(b) of the Income Tax Regulations) of a state or an entity the income of which is excluded from gross income under § 115 of the Internal Revenue Code be a member of the Association.

- B. **Honorary Life Members.** Any person who has rendered conspicuous service in furthering the purposes of the Association may, by vote of the Board of Directors, be granted an honorary life membership in the Association without payment of dues or assessments. All past presidents of the Association shall automatically be honorary life members without vote of the Board of Directors. Honorary life members shall not be entitled to a vote or to hold office automatically because of their status as honorary life members.
- C. **Termination of Members.** Membership shall cease upon the failure of any member to pay the dues provided for in Section 2 of this Article. The membership of any member may be terminated at any time by such member sending written notification of its intention to withdraw to the Association's principal office. The Board of Directors may terminate the membership of any member upon 30 days' written notice by first-class mail when it is determined at any regular Board meeting or at any special Board meeting called for that purpose that continuance of such membership would not be in the best interests of the Association. Withdrawal or termination of membership ends any participation in Association activities and shall terminate a member's interest in the Association's assets.

Section 2. Dues. The annual dues of each member of the Association shall be established by the Board of Directors; provided, however, that any member may apply for a change in its dues because of conditions that differentiate such applicant from other members.

Section 3. Liability of Members. No member shall be liable for any obligation incurred by the Association with the following exception: (1) the payment of the annual dues while it remains a member; and (2) the payment of emergency assessments, which shall not exceed 10 percent of current annual dues for each member in any calendar year while it remains a member. No emergency assessment may be levied against any member during its first two years of membership in the Association.

ARTICLE ~~III~~3 – OFFICERS

Section 1. President and Vice President.

- A. **General.** The president and vice president of the Association shall be officers of the Association. At the time of their election the president and vice president shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association. The president and vice president shall be elected by the members of the Association at its fall conference in each odd-numbered year, shall take office on January 1 of the calendar year following election, and shall hold office until such time as their successors take office or are appointed. An elected president shall not be permitted to succeed himself/herself to that office. Except as provided in this Article, should vacancies occur in either office of the president or vice president, the Board of Directors shall appoint persons to fill such offices for the unexpired terms thereof.

- B. **President.** The president shall preside at all meetings of the Board of Directors, the Executive Committee, and the general membership; shall appoint members of all committees, including the chair and vice chair of each, upon recommendation from members and regions (as communicated by the region chairs), with each such committee chair and vice chair ratified by the Board of Directors; and shall perform all other duties necessary to carry out the functions of the office. The president shall be a non-voting ex officio member of each committee, but shall not be an ex officio member of the Nominating Committee or the region boards.

The president may be expelled from office with or without cause, upon the satisfaction of the following two events: (1) a two-thirds vote of the Board of Directors; and (2) a subsequent simple majority vote of the members of the Association during a meeting of the membership.

- C. **Vice President.** The vice president shall, in the absence of the president, assume all of the duties of that office and, if a vacancy occurs, succeed thereto for the unexpired term. The vice president shall sit as a member of the ~~Board of Directors~~Executive Committee of the ACWA Joint Powers Insurance Authority and shall perform such other duties as assigned by the president.

Section 2. Executive Director ~~and~~/Secretary, Controller-Treasurer, and General Counsel.

- A. **General.** The executive director/secretary and controller-treasurer of the Association shall also be officers of the Association. The executive director ~~and treasurer~~/secretary shall be appointed by and hold office at the pleasure of the Board of Directors of the Association.~~The offices of the executive director and treasurer may be combined by the Board of Directors.~~
- B. **Executive Director/Secretary.** The executive director/secretary shall: (1) advise and assist the Board of Directors, all committees, the boards of each region, and the workgroups of each region; (2) be responsible for administering the total operations of the Association; (3) employ, direct, and release all employed staff in accordance with the policies adopted by the Board of Directors and consistent with the budget adopted by the Board of Directors; (4) provide relevant information to the Board of Directors needed by the Board to take actions; ~~and~~(5) give members notice and record minutes of all meetings of the membership, Board of Directors, and Executive Committee; and (6) have such other powers and perform such other duties as may be provided and assigned by the Board of Directors directly or through the president of the Board or the Executive Committee. The executive director/secretary, with the assistance of the controller-treasurer, shall render a report to the Board of Directors at the first meeting following the close of each calendar year showing the membership of the Association, the receipts and expenditures during the year, and the work accomplished during the previous year.
- C. **Controller-Treasurer.** The controller-treasurer shall report to and act under the direction of the executive director/secretary. The controller-treasurer shall be a signatory on all accounts held by the Association and shall act as a fiduciary for all assets of the Association.
- D. **General Counsel.** The general counsel shall advise the Board of Directors and executive director/secretary on all legal issues facing the Association including maintaining and developing

the legal and contractual infrastructure required of a US-based nonprofit and such internal issues as organizational policy, document retention, filing and registration requirements, labor law, contracts, and leases.

Section 3. Bonds. The Board of Directors shall require fidelity bonds to be furnished for all officers and/or employees handling the finances of the Association in such amounts as it shall deem desirable or necessary, said bond, or bonds, to be approved by the Board of Directors and premiums paid by the Association.

ARTICLE ~~IV~~4 – BOARD OF DIRECTORS

Section 1. Membership. The Board of Directors shall consist of:

- A. The Association president and vice president.
- B. The chair and vice chair of each region.
- C. The chair of each standing committee.
- D. The most immediate active, ~~affiliated~~ past president.
- E. The vice president of the ACWA/Joint Powers Insurance Authority.
- F. The members of the Council of Past Presidents, who will be non-voting members.

Section 2. Term of Office. The term of office of all members of the Board of Directors shall commence on January 1 of the calendar year following election of the president and vice president, except for those persons who serve on the Board of Directors by nature of their position as chairs of standing committees, whose terms shall instead commence upon their ratification by the Board of Directors. Except as provided in Article 4, Section 11, the term of office for all members of the Board of Directors shall terminate on December 31 of the following odd-numbered year two years later, or until their successors take office.

Section 3. Attendance Requirement. Any member of the Board of Directors who misses two consecutive regular Board meetings without being excused by the Board will no longer be a member of the Board of Directors.

Section 4. Regular Meetings. Regular meetings of the Board of Directors shall be held bimonthly at such times and places as the Board may determine.

Section 5. Special Meetings. Special meetings may be called by the president upon the president's own volition or shall be called by the president when requested in writing by five directors. Prior to conducting such a special meeting, the president shall consult with the Executive Committee to ensure that adequate information is available to the Board of Directors for any necessary decisions; and where such meeting is called upon the president's own volition, the president shall also consult with the

Executive Committee as to the necessity of the special meeting. Notice for special meetings shall be provided in the following manner: (1) upon 10 days' written notice sent by mail to each director and addressed to each at the address as shown upon the records of the Association; or (2) upon 48 hours' notice with notice provided by electronic means. When the meeting is called upon the president's own volition, the president shall choose the form of notice; when the meeting is called by a request of five directors, the five directors shall choose the form of notice and the president shall promptly call the meeting. No business except ~~that mentioned~~ those items described in the notice shall be transacted at any special meeting, except by consent of three-fourths of the members of the Board of Directors present.

Section 6. Meeting Requirements and Quorums. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission. At any meeting of the Board of Directors, the attendance of 50 percent of the voting members of the Board of Directors, or their permitted alternates as specified in these bylaws, shall constitute a quorum for the transaction of any business. The Board may hold a closed session for discussion of personnel matters or enforcement of violations of the code of conduct.

Section 7. Alternates. Each region shall designate an alternate for each chair and vice chair, who shall meet the qualification requirements for chair and vice chair, to act at meetings of the Board of Directors when the chair or vice chair is unable to attend. The vice chair of each standing committee will be the alternate to act at meetings of the Board of Directors when the chair is unable to attend. An alternate may not act or vote on behalf of more than one member of the Board of Directors. A member of the Board of Directors may not act as an alternate for any other member.

Section 8. Vacancies for Standing Committee Chairs and Vice Chairs. Should a vacancy occur in the office of any standing committee chair or vice chair before the end of the term, the president shall appoint a new committee chair or vice chair to fulfill the unexpired term of such committee chair or vice chair subject to ratification by the Board of Directors. A vacancy in the office of any such standing committee chair or vice chair as described in the previous sentence shall be deemed to exist when the chair or vice chair: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

Section 9. Duties, Authorities, and Delegation. Subject to the provisions and limitations of California Nonprofit Corporation Law, other applicable laws, and the provisions of these bylaws, the Association's activities and affairs are to be exercised by or under the direction of the Association's Board of Directors. The Board of Directors is responsible for the overall supervision, control, and direction of the Association. The Board of Directors shall: (1) employ and release the executive director/secretary; (2) set performance expectations for the executive director/secretary; (3) ~~receive a report on, review, and consider approval of~~ executive director/secretary recommended compensation, and an annual evaluation of the executive director ~~other terms and conditions of employment, and annual evaluations~~ as prepared by the Executive Committee; (4) annually adopt a budget; and (5) set the level of dues for

the Association. Except as to the duties listed in the previous sentence, and subject to Article 3, Section 2, the Board of Directors may delegate the supervision, control, and direction of the Association's affairs to any person or group, including a committee, provided the Association Board retains ultimate responsibility for the actions of such person or group. Where such powers are delegated, the delegation shall be documented in writing.

Section 10. Council of Past Presidents. There shall be a Council of Past Presidents composed of all past presidents of the Association. Each member of the council shall be non-voting members of the Board of Directors, except for the most immediate active past president who shall be a voting member. Past presidents shall serve on the council until each no longer is able to or wishes to serve. The president and/or executive director/secretary, with approval of the Board of Directors, may assign specific responsibilities to the council from time to time.

Section 11. Code of Conduct of Board Members.

- A. **Code of Conduct: Purpose and Adoption.** The Board of Directors shall establish, and update as appropriate, a code of conduct for its Directors that recognizes the Association's commitment of integrity, respect, and fair representation to its members and the public they serve and establishes minimum ethical standards for the performance of the duties of office. The code shall be consistent with the procedural processes contained in this section. The code shall be distributed to all new Directors and shall be distributed annually to all members of the Association.
- B. **Violations and Enforcement Process.** A violation of the code of conduct may result in removal, public censure, or private reprimand of a Director, or such other action as contained in the code of conduct. However, removal and public censure shall be reserved only for serious violations. A Director may not be removed or publically censured absent an affirmative vote of two-thirds of the voting members of the Board of Directors. A Director may be privately reprimanded for a violation of the code of conduct upon the majority vote of the quorum. Complaints of violation of the code of conduct may be filed with the president, or the vice-president if the allegations are made against the president. The president may refer a complaint of violation to the executive director/secretary or the general counsel for investigation. The executive director/secretary or general counsel may retain a special investigator or special counsel to conduct or assist the investigation. A Director accused of a violation shall be provided a copy of the complaint. A Director that takes any hostile or retaliatory action, directly or indirectly, against a complainant is subject to removal from the Board in conformance with the process identified above. Prior to scheduling a Board action on a complaint, the president shall consult with the executive committee, the general Counsel, and the chair of the Legal Affairs Committee. A Director accused of a violation of the code of conduct shall be provided at least 15 days' written notice of any meeting of the Board at which a determination of enforcement will be considered. A determination of enforcement may be made only at a regular meeting of the Board and shall be made in closed session. The determinations of the Board under this section

shall not be admissible in any criminal or civil proceeding brought against the Director for conduct that violates any other law.

ARTICLE ~~V~~5 – REGIONS

Section 1. Boundaries of Each Region.

- A. There shall be a maximum of 10 regions within the state. The Board of Directors shall determine the regional boundaries. Insofar as is practicable, the regions shall have a numerical balance in members of the Association; make geographic sense; and promote regional problem solving.
- B. A member of the Association may file a written petition to the Board of Directors requesting a change in regions. Such petition shall set forth the reasons for such requested change. The Board shall, within a reasonable time, act upon such petition and set forth the reasons for its action. Such action by the Board shall be based on factors in (A) above, as well as others deemed by the Board of Directors to be relevant to the decision.

Section 2. Officers.

- A. The officers of each region shall be a chair and vice chair and three to five region board members who shall be elected by the region by September 30, or the preceding Friday if September 30 falls on a weekend, of odd-numbered years. By resolution of the region board, the region board may choose to maintain a board of fewer than five to seven members. The officers of the region board shall take office on January 1 of the calendar year following election and shall hold office for two years, or until their successors take office. Regions shall hold elections by electronic ballot. ACWA staff shall verify the legitimacy of the ballots.
- B. The officers of each region shall: (1) exercise the powers and perform duties of the region during the interim between region meetings; and (2) make recommendations to the president regarding appointments to committees. The chair and vice chair shall be the region's representatives to the ACWA Board of Directors.
- C. Each officer of a region shall be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the office, the individual may not serve during the remaining term of that office unless that individual can again meet the criteria for the office and is appointed to complete the term pursuant to the next sentence. The region board, by resolution, may adopt more stringent criteria for the qualifications of its board members.
- D. Should a vacancy occur in any of the region board positions before the end of the term, the remaining members of the region board shall appoint a new member. A vacancy in the office of any region board position as described in the previous sentence shall be deemed to exist when a

region board member: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

Section 3. Nominating Committees. There shall be a nominating committee for each region consisting of three or more designees, each representing a member of the Association located within the region, appointed by the chair of the region and approved by the region board. Nominating committees shall be formed by February 28 of each odd-numbered year. The nominating committee shall announce its nominations for chair, vice chair, and region board members by August 1 of an election year. All regions must complete the election process by September 30 of the election year, or the preceding Friday if the September 30 falls on a weekend.

Section 4. Meetings. The meetings of each region shall be held at both the spring and fall conferences and at such other times and places as may be determined by the region chair. Representatives of five or more members of the Association from the region present at any region meeting shall constitute a quorum for purposes of conducting the business of the region. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission.

Section 5. Workgroups. Workgroups may be appointed by the region chair as needed.

Section 6. Rules. Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association. Each region shall abide by the code of conduct adopted by the Board of Directors of the Association.

ARTICLE ~~V~~VI – EXECUTIVE COMMITTEE

Section 1. Membership. There shall be an Executive Committee consisting of the following: the president of the Association, who shall be the chair thereof; the vice president; the most immediate active past president; the chair of the Finance Committee; and three at-large representatives selected from and by the members of the Board of Directors. The election of the three at-large representatives to the Executive Committee shall occur at the first Board of Directors meeting held in each even-numbered year and the elected representatives shall serve immediately following their election and until such time as their successors take office. To the extent practical, the Executive Committee should be constituted so as to reflect the geographic extent of the Association and the functions of the members of the Association.

Section 2. Powers. The Executive Committee shall have the following authority:

- A. Personnel. Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) recommend compensation for the executive director/secretary to the Board of Directors for approval; (2) perform annual reviews of the

executive director/secretary and submit that review to the Board of Directors; (3) review and approve employee classification and compensation levels submitted by the executive director/secretary, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors; (4) establish personnel policies for the conduct and behavior of employees, which shall be reviewable by the Board of Directors; and (5) undertake such other personnel actions as may be requested by the executive director/secretary in support of his or her oversight of all other personnel matters, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors.

B. Delegation. The Executive Committee may act pursuant to any authority specifically delegated to it by the Board of Directors. The delegation shall indicate whether the authority is still subject to the ultimate authority of the Board.

AC. Authority to Act Between Meetings. The Executive Committee has authority to: ~~(1) act pursuant to authority delegated to it; and (2) may~~ act for the Board of Directors between Board meetings when calling a special meeting of the Board of Directors is impracticable, provided that ~~except as described in subsection (B) of this paragraph no such action of the Executive Committee is~~ shall be binding on the Board of Directors ~~unless~~ until authorized or approved by the Board. ~~The Executive Committee shall perform such other duties and assume such other responsibilities as are referred to it by the president. The Executive Committee has the authority to authorize actions recommended by the Legal Affairs Committee (such as the filing of letter briefs and amicus curiae briefs) by electronic means without the need for an in-person or telephonic meeting, but such authorized actions shall be ratified by the Board of Directors at its next meeting.~~

~~B. Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) setting of the compensation for the executive director and the treasurer and reporting that compensation to the Board; (2) performing an annual review of the executive director and reporting on that review to the Board; (3) reviewing and approving employee classification and compensation levels as are recommended by the executive director; (4) establishing personnel policies for the conduct and behavior of employees; and (5) such other actions as may be requested by the executive director in support of his or her oversight of all other personnel matters.~~

D. Other Duties. The Executive Committee shall perform such other duties and assume such other responsibilities as are referred to it by the president.

Section 3. Reporting. The president, or any person designated by the president, shall report to the Board of Directors, at each regular Board meeting, any action taken by the Executive Committee since the last preceding regular Board meeting. The minutes of Executive Committee meetings, which at that time may still be in draft form, shall be mailed (using the U.S. Postal Service, express delivery, electronic means, or otherwise) to each member of the Board of Directors at least five days prior to Board meetings, except in cases in which the Executive Committee meets during or immediately prior to a

conference of the Association or immediately prior to a Board meeting, in which case the minutes, which may still be in draft form, shall be mailed to each director promptly thereafter.

Section 4. Meetings. The Executive Committee shall hold regularly scheduled meetings as set by the president. Special meetings of the Executive Committee may be called by the president upon notice to the members of that committee or upon written request of three Executive Committee members. Notice for special Executive Committee meetings shall be provided to the entire Board: (1) upon five days' written notice sent by mail; or (2) upon 24 hours' notice with notice provided by electronic means; and all such meetings shall be open to the Board of Directors. Any meeting, regular or special, may be held in person or by telephone conference, web video conference or other electronic video screen communication or electronic transmission. The meetings of the Executive Committee shall be open to all members of the Board of Directors, but may be closed to others at the discretion of the Executive Committee.

Section 5. Minutes. The minutes of the Executive Committee meetings shall be kept by the executive director/secretary at the Association's principal office. Actions of the Executive Committee shall be reported to the Board of Directors as provided in Section 3 of this Article and shall be available to any member of the Board of Directors upon request to the executive director/secretary.

ARTICLE ~~VII~~ – STANDING COMMITTEES

Section 1. Qualification. In order to serve on any ACWA standing committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the appointment, the individual may not serve during the remaining term of that appointment unless that individual can again meet the criteria for appointment and is appointed to complete the term.

Section 2. Term of Office. The term of office of standing committee members shall be two years commencing on January 1 of each even-numbered year. The term of office of standing committee chairs, who serve on the Board of Directors, shall be approximately two years and shall commence as soon after January 1 of the even-numbered year as they may be appointed by the president and ratified by the then-seated Board of Directors, and shall terminate on December 31 of the odd-numbered year approximately two years later or until their successors are appointed and ratified.

Section 3. Meetings. Meetings of standing committees may be called at such times and places designated by the respective chair thereof except where provided otherwise by these bylaws. Subject to the provisions of these bylaws and any actions that may be taken by the Board of Directors, the chairs of each standing committee may establish their own rules for the efficient operation of the committee they each chair. The chairs of each standing committee are authorized to create subcommittees and workgroups in order to complete the work of the committee.

Section 4. Communications Committee. There shall be a Communications Committee whose duty it shall be to develop and make recommendations to the Board of Directors regarding a comprehensive internal and external communications program for the Association and to promote development of sound public information and education programs and practices among members of the Association. The committee shall consist of no more than 40 individuals. Of that number, at least one individual shall be from each region.

Section 5. Energy Committee. There shall be an Energy Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one representative from each region.

Section 6. Federal Affairs Committee. There shall be a Federal Affairs Committee whose duty it shall be to review all federal legislative proposals and regulatory proposals affecting members of the Association, after consulting with other appropriate committees, and to develop Association positions consistent with existing policy, where it has been established; recommend sponsorship of bills that will resolve problems or improve conditions for members of the Association; and assist in the establishment of the Association's federal legislative program. The committee shall consist of at least one and no more than five individuals from each region.

Section 7. Finance Committee. There shall be a Finance Committee whose duty it shall be to make recommendations to the Board of Directors regarding annual budgets, dues formula and schedules and other revenue-producing income, annual audit and selection of an auditor, and investment strategies. The committee shall consist of the president and vice president of the Association as ex officio members, the Finance Committee chair, one member of the region board from each of the Association's 10 regions (either chair or vice chair), and one additional representative from each region with experience in financial matters.

Section 8. Groundwater Committee. There shall be a Groundwater Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one representative from each region.

~~**Section 9. Insurance and Personnel Committee.** There shall be an Insurance and Personnel Committee whose duty it shall be to review, on a regular basis, all group insurance program offerings, make recommendations to the Board of Directors regarding annual contract renewal of all group employee benefit plans, retirement issues, and other personnel and administrative issues pertinent to the management of members of the Association. The committee shall consist of at least one and no more than two individuals from each region; at least one from each region must represent a member enrolled in multiple plan offerings through the Association.~~

Section 109. Legal Affairs Committee. There shall be a Legal Affairs Committee whose duty it shall be to support the mission of the Association, and more particularly to deal with requests for assistance involving legal matters of significance to members of the Association, including but not limited to state

and federal court litigation, water rights matters, selected regulatory and resources agency matters, proposed bylaw revisions, review of legislation as requested by the State Legislative Committee, etc. The committee shall consider matters and issues submitted to it in order to determine which ones are of major significance to the members of the Association and, assuming a finding of major significance, recommend to the Board of Directors the position(s) which the committee believes the Association should take with respect thereto. The committee shall be composed of between 35 and 45 attorneys, each of whom shall be, or act as, counsel for a member of the Association, representing diverse interests within the Association, including but not limited to, different geographical areas throughout the state, large and small agencies, agricultural and urban agencies, agencies created under the various enabling statutes, etc. Further, there shall be at least one representative from each region on the committee.

Section ~~11~~10. Local Government Committee. There shall be a Local Government Committee whose duty it shall be to recommend policies to the State Legislative Committee, as appropriate, and Board of Directors on matters affecting water agencies as a segment of local government in California. The committee shall consist of at least one and no more than three individuals from each region.

Section 11. Membership Committee. There shall be a Membership Committee whose duty it shall be to assist staff in developing membership recruitment and retention programs, make recommendations to the Board of Directors regarding membership policies, eligibility, and applications for membership and review and make recommendations to the Finance Committee regarding an equitable dues structure. The committee shall consist of at least one member from each region.

Section 12. Personnel and Benefits Committee. There shall be a Personnel and Benefits Committee whose duty it shall be to review, on a regular basis, membership salary survey, retirement issues, and other personnel, benefits, and administrative issues pertinent to the management of members of the Association. The committee shall consist of at least one and no more than two individuals from each region.

Section ~~12~~13. State Legislative Committee. There shall be a State Legislative Committee whose duty it shall be to review all state legislative proposals affecting members of the Association and to establish Association positions, consistent with existing policy, where it has been established; sponsor bills that will resolve problems or improve conditions for members of the Association; and assist in the establishment of the Association's legislative program. The committee shall consist of individuals representing a variety of types of districts and at least one and no more than four individuals from each region. ~~There shall be at least one person representing each of the following types of agencies: (1) California water districts; (2) county water districts; (3) irrigation districts; and (4) municipal water districts. The representatives of the above types of agencies shall be a representative from the regions.~~

Section ~~13~~14. Water Management Committee. There shall be a Water Management Committee whose duty it shall be to recommend policy and programs to the Board of Directors on any area of concern in water management. The committee shall consist of at least one and no more than four individuals from each region.

Section 1415. Water Quality Committee. There shall be a Water Quality Committee whose duty it shall be to develop and recommend Association policy, positions, and programs to the Board of Directors, to promote cost-effective state and federal water quality regulations that protect the public health, to enable interested members of the Association to join together to develop and coordinate with other organizations, and to present unified comments regarding agricultural and domestic water quality regulations. The committee shall consist of at least one individual from each region.

ARTICLE VIII – SPECIAL COMMITTEES

Section 1. Nominating Committee. There shall be a Nominating Committee consisting of five or more persons appointed by the president prior to the Association's fall conference in each odd-numbered year. Not later than 48 hours prior to the election of officers of the Association, the nominating committee shall publish its nominations for the offices of president and vice president of the Association. Additional nominations may be made by any member of the Association for candidates for the office of president and vice president.

~~**Section 2. Membership Committee.** There shall be a Membership Committee whose duty it shall be to make recommendations to the Board of Directors regarding membership policies, eligibility, and applications for membership. The committee shall assist staff in developing membership recruitment and retention programs and review and make recommendations to the Finance Committee regarding an equitable dues structure.~~

Section 32. Other Committees and Task Forces. Other committees and task forces may be appointed by the president from time to time as needed, consistent with and supportive of the mission of the Association.

ARTICLE IX – MEETINGS OF MEMBERS

Section 1. Meetings. Meetings of the members of the Association shall be held at the Association's conferences at such times as may be determined by the Board of Directors to conduct necessary business.

Section 2. Special Meetings. Special meetings of the members of the Association may be called by the Board of Directors, the president of the Board of Directors, or by 5 percent or more of the members of the Association. Except when called by the Board, a request for a special meeting must be in writing and must be delivered in person or mailed by first-class mail addressed to the president of the Board at the principal office of the Association, with a copy to the executive director/secretary. The request must state the general nature of the business proposed to be transacted at the meeting.

A special meeting that has been called by written request of 5 percent of the member agencies of the Association to the Board of Directors shall be set by the Board of Directors on a date that is not less than 35 or more than 90 days after receipt of the request. The executive director/secretary shall cause notice

to be given to all members of the Association, which notice shall state the place, date, and time of the meeting and the general nature of the business to be transacted at the meeting. No business except that specified in the request and notice may be transacted at said special meeting.

Section 3. Voting. Each member of the Association shall be entitled to one vote that shall be cast by its authorized representative. All questions, except amendments or revisions of these bylaws, shall be determined by a majority of the members present and voting. A roll call may be requested by any representative.

Section 4. Amendment of Bylaws. These bylaws may be amended or revised by two-thirds of the member agencies of the Association present and voting at any meeting.

Section 5. Quorums. The presence of 50 members of the Association at any meeting of the members shall constitute a quorum for transacting business.

Section 6. Amendments, Revisions, and Resolutions. Before any amendments or revisions to the bylaws, or resolutions, may be considered at any meeting of the Association, any such amendment, revision, or resolution shall be submitted to the executive director/secretary at least 30 days prior to the first day of such meeting. The executive director/secretary shall promptly distribute any proposed amendments or revisions to the Legal Affairs Committee for the Legal Affairs Committee to develop an unbiased analysis of the amendments or revisions. Following development of an analysis for the proposed amendments or revisions, the executive director/secretary shall distribute copies of any resolutions, amendments or revisions, including any applicable analyses, to all members of the Association at least five days prior to presentation at such meeting. The 30-day rule may be suspended at any meeting of the Association by consent of three-fourths of the members present. Voting on resolutions, amendments, or revisions shall proceed as provided by Sections 3 and 4 of this Article.

Section 7. Nominations for Officers from the Floor. Additional nominations and seconds, if any, for candidates for the office of president and vice president (as provided for in the last sentence of Article 8, Section 1) will be made from the floor, during the election of the officers of president and vice president, by a member of the Association. Such nominations and seconds must be supported by a resolution of the governing body of the member making and seconding such nomination.

ARTICLE ~~X~~10 – MISCELLANEOUS

Section 1. Conduct of Meetings. All meetings of the Association shall be conducted in accord with the code of conduct and in substantial accordance with the latest edition of Robert's Rules of Order Newly Revised unless the Board adopts alternate rules of conduct for itself and/or its committees, region boards, and region workgroups.

Section 2. Funds. The funds of the Association shall be used to further the aims and purposes of this Association. They shall be kept by the controller-treasurer and paid out by checks or other electronic means, which shall only be valid with two authorized signatures. The Board of Directors shall designate

by resolution which persons, other than the controller-treasurer, may sign for expenditures. The Finance Committee shall implement procedures to ensure necessary internal controls over the receipt and expenditures of Association funds and arrange for an external audit. Audit reports shall be presented to the Board of Directors.

Section 3. Definitions. As used in these bylaws, the term "notice provided by electronic means" shall refer to notice given by fax or e-mail.

Summary Report:	
Litéra® Change-Pro ML 6.5.0.396 Document Comparison done on 3/30/2012 4:28:20 PM	
Style Name: Default Style	
Original Filename:	
Original DMS: do://WEST/1214645/1	
Modified Filename:	
Modified DMS: do://WEST/1214646/8	
Changes:	
Add	80
Delete	41
Move From	0
Move To	0
Table Insert	0
Table Delete	0
Embedded Graphics (Visio, ChemDraw, Images etc.)	0
Embedded Excel	0
Total Changes:	121

**BYLAWS OF THE
ASSOCIATION OF CALIFORNIA WATER AGENCIES**

(As amended by the Members on December 1, 2010
with changes recommended by the ACWA Board – March 30, 2012)

ARTICLE 1 – GENERAL

Section 1. Name. The name of this California nonprofit corporation shall be the Association of California Water Agencies (hereinafter referred to as the Association).

Section 2. Principal Office. The principal office for the transaction of business of the Association is located at 910 K Street, Suite 100, Sacramento, California; provided, however, that the Board of Directors may change the location of the principal office by resolution and without amendment of these bylaws.

Section 3. Purposes. The purposes of the Association shall be to work together with its members and others for the best interests of California and its citizens and landowners who use, need and depend upon water; to encourage the orderly development of the waters of the state; to seek means of obtaining and making available to all of California a dependable water supply of the best possible quality at the lowest possible cost, giving due consideration to environmental factors involved therein; to provide inspiration and leadership in meeting and solving the water supply problems of this state; to propose and advocate such policies and measures—local, state and federal—that serve the best interests of the Association, opposing those of contrary nature; to assist in promoting the health, safety and welfare of the employees of its members; and to do all other things that are in the best interests of its members.

ARTICLE 2 – MEMBERSHIP AND DUES

Section 1. Membership.

- A. **Members.** Only a public district, public agency, or public organization created and operated for the purpose of controlling, treating, developing, acquiring, using or supplying water for any purpose for inhabitants or lands within the state of California, or for the protection, drainage or reclamation of lands within the state of California, may become a member of the Association. Such an entity will become a member upon written application, approval by the Board of Directors, and the payment of the required dues. Acceptance to membership shall authorize full participation in Association activities. Except as otherwise provided in subsection (B) below, in no case may an organization other than a state, a political subdivision (as defined in § 1.103-1(b) of the Income Tax Regulations) of a state or an entity the income of which is excluded from gross income under § 115 of the Internal Revenue Code be a member of the Association.

- B. **Honorary Life Members.** Any person who has rendered conspicuous service in furthering the purposes of the Association may, by vote of the Board of Directors, be granted an honorary life membership in the Association without payment of dues or assessments. All past presidents of the Association shall automatically be honorary life members without vote of the Board of Directors. Honorary life members shall not be entitled to a vote or to hold office automatically because of their status as honorary life members.
- C. **Termination of Members.** Membership shall cease upon the failure of any member to pay the dues provided for in Section 2 of this Article. The membership of any member may be terminated at any time by such member sending written notification of its intention to withdraw to the Association's principal office. The Board of Directors may terminate the membership of any member upon 30 days' written notice by first-class mail when it is determined at any regular Board meeting or at any special Board meeting called for that purpose that continuance of such membership would not be in the best interests of the Association. Withdrawal or termination of membership ends any participation in Association activities and shall terminate a member's interest in the Association's assets.

Section 2. Dues. The annual dues of each member of the Association shall be established by the Board of Directors; provided, however, that any member may apply for a change in its dues because of conditions that differentiate such applicant from other members.

Section 3. Liability of Members. No member shall be liable for any obligation incurred by the Association with the following exception: (1) the payment of the annual dues while it remains a member; and (2) the payment of emergency assessments, which shall not exceed 10 percent of current annual dues for each member in any calendar year while it remains a member. No emergency assessment may be levied against any member during its first two years of membership in the Association.

ARTICLE 3 – OFFICERS

Section 1. President and Vice President.

- A. **General.** The president and vice president of the Association shall be officers of the Association. At the time of their election the president and vice president shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association. The president and vice president shall be elected by the members of the Association at its fall conference in each odd-numbered year, shall take office on January 1 of the calendar year following election, and shall hold office until such time as their successors take office or are appointed. An elected president shall not be permitted to succeed himself/herself to that office. Except as provided in this Article, should vacancies occur in either office of the president or vice president, the Board of Directors shall appoint persons to fill such offices for the unexpired terms thereof.

- B. **President.** The president shall preside at all meetings of the Board of Directors, the Executive Committee, and the general membership; shall appoint members of all committees, including the chair and vice chair of each, upon recommendation from members and regions (as communicated by the region chairs), with each such committee chair and vice chair ratified by the Board of Directors; and shall perform all other duties necessary to carry out the functions of the office. The president shall be a non-voting ex officio member of each committee, but shall not be an ex officio member of the Nominating Committee or the region boards.

The president may be expelled from office with or without cause, upon the satisfaction of the following two events: (1) a two-thirds vote of the Board of Directors; and (2) a subsequent simple majority vote of the members of the Association during a meeting of the membership.

- C. **Vice President.** The vice president shall, in the absence of the president, assume all of the duties of that office and, if a vacancy occurs, succeed thereto for the unexpired term. The vice president shall sit as a member of the Executive Committee of the ACWA Joint Powers Insurance Authority and shall perform such other duties as assigned by the president.

Section 2. Executive Director/Secretary, Controller-Treasurer, and General Counsel.

- A. **General.** The executive director/secretary and controller-treasurer of the Association shall also be officers of the Association. The executive director/secretary shall be appointed by and hold office at the pleasure of the Board of Directors of the Association.
- B. **Executive Director/Secretary.** The executive director/secretary shall: (1) advise and assist the Board of Directors, all committees, the boards of each region, and the workgroups of each region; (2) be responsible for administering the total operations of the Association; (3) employ, direct, and release all employed staff in accordance with the policies adopted by the Board of Directors and consistent with the budget adopted by the Board of Directors; (4) provide relevant information to the Board of Directors needed by the Board to take actions; (5) give members notice and record minutes of all meetings of the membership, Board of Directors, and Executive Committee; and (6) have such other powers and perform such other duties as may be provided and assigned by the Board of Directors directly or through the president of the Board or the Executive Committee. The executive director/secretary, with the assistance of the controller-treasurer, shall render a report to the Board of Directors at the first meeting following the close of each calendar year showing the membership of the Association, the receipts and expenditures during the year, and the work accomplished during the previous year.
- C. **Controller-Treasurer.** The controller-treasurer shall report to and act under the direction of the executive director/secretary. The controller-treasurer shall be a signatory on all accounts held by the Association and shall act as a fiduciary for all assets of the Association.
- D. **General Counsel.** The general counsel shall advise the Board of Directors and executive director/secretary on all legal issues facing the Association including maintaining and developing the legal and contractual infrastructure required of a US-based nonprofit and such internal

issues as organizational policy, document retention, filing and registration requirements, labor law, contracts, and leases.

Section 3. Bonds. The Board of Directors shall require fidelity bonds to be furnished for all officers and/or employees handling the finances of the Association in such amounts as it shall deem desirable or necessary, said bond, or bonds, to be approved by the Board of Directors and premiums paid by the Association.

ARTICLE 4 – BOARD OF DIRECTORS

Section 1. Membership. The Board of Directors shall consist of:

- A. The Association president and vice president.
- B. The chair and vice chair of each region.
- C. The chair of each standing committee.
- D. The most immediate active past president.
- E. The vice president of the ACWA/Joint Powers Insurance Authority.
- F. The members of the Council of Past Presidents, who will be non-voting members.

Section 2. Term of Office. The term of office of all members of the Board of Directors shall commence on January 1 of the calendar year following election of the president and vice president, except for those persons who serve on the Board of Directors by nature of their position as chairs of standing committees, whose terms shall instead commence upon their ratification by the Board of Directors. Except as provided in Article 4, Section 11, the term of office for all members of the Board of Directors shall terminate on December 31 of the following odd-numbered year two years later, or until their successors take office.

Section 3. Attendance Requirement. Any member of the Board of Directors who misses two consecutive regular Board meetings without being excused by the Board will no longer be a member of the Board of Directors.

Section 4. Regular Meetings. Regular meetings of the Board of Directors shall be held bimonthly at such times and places as the Board may determine.

Section 5. Special Meetings. Special meetings may be called by the president upon the president's own volition or shall be called by the president when requested in writing by five directors. Prior to conducting such a special meeting, the president shall consult with the Executive Committee to ensure that adequate information is available to the Board of Directors for any necessary decisions; and where such meeting is called upon the president's own volition, the president shall also consult with the Executive Committee as to the necessity of the special meeting. Notice for special meetings shall be

provided in the following manner: (1) upon 10 days' written notice sent by mail to each director and addressed to each at the address as shown upon the records of the Association; or (2) upon 48 hours' notice with notice provided by electronic means. When the meeting is called upon the president's own volition, the president shall choose the form of notice; when the meeting is called by a request of five directors, the five directors shall choose the form of notice and the president shall promptly call the meeting. No business except those items described in the notice shall be transacted at any special meeting, except by consent of three-fourths of the members of the Board of Directors present.

Section 6. Meeting Requirements and Quorums. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission. At any meeting of the Board of Directors, the attendance of 50 percent of the voting members of the Board of Directors, or their permitted alternates as specified in these bylaws, shall constitute a quorum for the transaction of any business. The Board may hold a closed session for discussion of personnel matters or enforcement of violations of the code of conduct.

Section 7. Alternates. Each region shall designate an alternate for each chair and vice chair, who shall meet the qualification requirements for chair and vice chair, to act at meetings of the Board of Directors when the chair or vice chair is unable to attend. The vice chair of each standing committee will be the alternate to act at meetings of the Board of Directors when the chair is unable to attend. An alternate may not act or vote on behalf of more than one member of the Board of Directors. A member of the Board of Directors may not act as an alternate for any other member.

Section 8. Vacancies for Standing Committee Chairs and Vice Chairs. Should a vacancy occur in the office of any standing committee chair or vice chair before the end of the term, the president shall appoint a new committee chair or vice chair to fulfill the unexpired term of such committee chair or vice chair subject to ratification by the Board of Directors. A vacancy in the office of any such standing committee chair or vice chair as described in the previous sentence shall be deemed to exist when the chair or vice chair: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

Section 9. Duties, Authorities, and Delegation. Subject to the provisions and limitations of California Nonprofit Corporation Law, other applicable laws, and the provisions of these bylaws, the Association's activities and affairs are to be exercised by or under the direction of the Association's Board of Directors. The Board of Directors is responsible for the overall supervision, control, and direction of the Association. The Board of Directors shall: (1) employ and release the executive director/secretary; (2) set performance expectations for the executive director/secretary; (3) receive, review, and consider approval of executive director/secretary recommended compensation, other terms and conditions of employment, and annual evaluations as prepared by the Executive Committee; (4) annually adopt a budget; and (5) set the level of dues for the Association. Except as to the duties listed in the previous sentence, and subject to Article 3, Section 2, the Board of Directors may delegate the supervision, control, and direction of the Association's affairs to any person or group, including a committee,

provided the Association Board retains ultimate responsibility for the actions of such person or group. Where such powers are delegated, the delegation shall be documented in writing.

Section 10. Council of Past Presidents. There shall be a Council of Past Presidents composed of all past presidents of the Association. Each member of the council shall be non-voting members of the Board of Directors, except for the most immediate active past president who shall be a voting member. Past presidents shall serve on the council until each no longer is able to or wishes to serve. The president and/or executive director/secretary, with approval of the Board of Directors, may assign specific responsibilities to the council from time to time.

Section 11. Code of Conduct of Board Members.

- A. **Code of Conduct: Purpose and Adoption.** The Board of Directors shall establish, and update as appropriate, a code of conduct for its Directors that recognizes the Association's commitment of integrity, respect, and fair representation to its members and the public they serve and establishes minimum ethical standards for the performance of the duties of office. The code shall be consistent with the procedural processes contained in this section. The code shall be distributed to all new Directors and shall be distributed annually to all members of the Association.
- B. **Violations and Enforcement Process.** A violation of the code of conduct may result in removal, public censure, or private reprimand of a Director, or such other action as contained in the code of conduct. However, removal and public censure shall be reserved only for serious violations. A Director may not be removed or publically censured absent an affirmative vote of two-thirds of the voting members of the Board of Directors. A Director may be privately reprimanded for a violation of the code of conduct upon the majority vote of the quorum. Complaints of violation of the code of conduct may be filed with the president, or the vice-president if the allegations are made against the president. The president may refer a complaint of violation to the executive director/secretary or the general counsel for investigation. The executive director/secretary or general counsel may retain a special investigator or special counsel to conduct or assist the investigation. A Director accused of a violation shall be provided a copy of the complaint. A Director that takes any hostile or retaliatory action, directly or indirectly, against a complainant is subject to removal from the Board in conformance with the process identified above. Prior to scheduling a Board action on a complaint, the president shall consult with the executive committee, the general Counsel, and the chair of the Legal Affairs Committee. A Director accused of a violation of the code of conduct shall be provided at least 15 days' written notice of any meeting of the Board at which a determination of enforcement will be considered. A determination of enforcement may be made only at a regular meeting of the Board and shall be made in closed session. The determinations of the Board under this section shall not be admissible in any criminal or civil proceeding brought against the Director for conduct that violates any other law.

ARTICLE 5 – REGIONS

Section 1. Boundaries of Each Region.

- A. There shall be a maximum of 10 regions within the state. The Board of Directors shall determine the regional boundaries. Insofar as is practicable, the regions shall have a numerical balance in members of the Association; make geographic sense; and promote regional problem solving.
- B. A member of the Association may file a written petition to the Board of Directors requesting a change in regions. Such petition shall set forth the reasons for such requested change. The Board shall, within a reasonable time, act upon such petition and set forth the reasons for its action. Such action by the Board shall be based on factors in (A) above, as well as others deemed by the Board of Directors to be relevant to the decision.

Section 2. Officers.

- A. The officers of each region shall be a chair and vice chair and three to five region board members who shall be elected by the region by September 30, or the preceding Friday if September 30 falls on a weekend, of odd-numbered years. By resolution of the region board, the region board may choose to maintain a board of fewer than five to seven members. The officers of the region board shall take office on January 1 of the calendar year following election and shall hold office for two years, or until their successors take office. Regions shall hold elections by electronic ballot. ACWA staff shall verify the legitimacy of the ballots.
- B. The officers of each region shall: (1) exercise the powers and perform duties of the region during the interim between region meetings; and (2) make recommendations to the president regarding appointments to committees. The chair and vice chair shall be the region's representatives to the ACWA Board of Directors.
- C. Each officer of a region shall be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the office, the individual may not serve during the remaining term of that office unless that individual can again meet the criteria for the office and is appointed to complete the term pursuant to the next sentence. The region board, by resolution, may adopt more stringent criteria for the qualifications of its board members.
- D. Should a vacancy occur in any of the region board positions before the end of the term, the remaining members of the region board shall appoint a new member. A vacancy in the office of any region board position as described in the previous sentence shall be deemed to exist when a region board member: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly

designated by a member of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

Section 3. Nominating Committees. There shall be a nominating committee for each region consisting of three or more designees, each representing a member of the Association located within the region, appointed by the chair of the region and approved by the region board. Nominating committees shall be formed by February 28 of each odd-numbered year. The nominating committee shall announce its nominations for chair, vice chair, and region board members by August 1 of an election year. All regions must complete the election process by September 30 of the election year, or the preceding Friday if the September 30 falls on a weekend.

Section 4. Meetings. The meetings of each region shall be held at both the spring and fall conferences and at such other times and places as may be determined by the region chair. Representatives of five or more members of the Association from the region present at any region meeting shall constitute a quorum for purposes of conducting the business of the region. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission.

Section 5. Workgroups. Workgroups may be appointed by the region chair as needed.

Section 6. Rules. Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association. Each region shall abide by the code of conduct adopted by the Board of Directors of the Association.

ARTICLE 6 – EXECUTIVE COMMITTEE

Section 1. Membership. There shall be an Executive Committee consisting of the following: the president of the Association, who shall be the chair thereof; the vice president; the most immediate active past president; the chair of the Finance Committee; and three at-large representatives selected from and by the members of the Board of Directors. The election of the three at-large representatives to the Executive Committee shall occur at the first Board of Directors meeting held in each even-numbered year and the elected representatives shall serve immediately following their election and until such time as their successors take office. To the extent practical, the Executive Committee should be constituted so as to reflect the geographic extent of the Association and the functions of the members of the Association.

Section 2. Powers. The Executive Committee shall have the following authority:

- A. **Personnel.** Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) recommend compensation for the executive director/secretary to the Board of Directors for approval; (2) perform annual reviews of the executive director/secretary and submit that review to the Board of Directors; (3) review and approve employee classification and compensation levels submitted by the executive

director/secretary, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors; (4) establish personnel policies for the conduct and behavior of employees, which shall be reviewable by the Board of Directors; and (5) undertake such other personnel actions as may be requested by the executive director/secretary in support of his or her oversight of all other personnel matters, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors.

- B. **Delegation.** The Executive Committee may act pursuant to any authority specifically delegated to it by the Board of Directors. The delegation shall indicate whether the authority is still subject to the ultimate authority of the Board.
- C. **Authority to Act Between Meetings.** The Executive Committee may act for the Board of Directors between Board meetings when calling a special meeting of the Board of Directors is impracticable, provided that no such action of the Executive Committee shall be binding on the Board of Directors until authorized or approved by the Board. The Executive Committee has the authority to authorize actions recommended by the Legal Affairs Committee (such as the filing of letter briefs and amicus curiae briefs) by electronic means without the need for an in-person or telephonic meeting, but such actions shall be ratified by the Board of Directors at its next meeting.
- D. **Other Duties.** The Executive Committee shall perform such other duties and assume such other responsibilities as are referred to it by the president.

Section 3. Reporting. The president, or any person designated by the president, shall report to the Board of Directors, at each regular Board meeting, any action taken by the Executive Committee since the last preceding regular Board meeting. The minutes of Executive Committee meetings, which at that time may still be in draft form, shall be mailed (using the U.S. Postal Service, express delivery, electronic means, or otherwise) to each member of the Board of Directors at least five days prior to Board meetings, except in cases in which the Executive Committee meets during or immediately prior to a conference of the Association or immediately prior to a Board meeting, in which case the minutes, which may still be in draft form, shall be mailed to each director promptly thereafter.

Section 4. Meetings. The Executive Committee shall hold regularly scheduled meetings as set by the president. Special meetings of the Executive Committee may be called by the president upon notice to the members of that committee or upon written request of three Executive Committee members. Notice for special Executive Committee meetings shall be provided to the entire Board: (1) upon five days' written notice sent by mail, or (2) upon 24 hours' notice with notice provided by electronic means; and all such meetings shall be open to the Board of Directors. Any meeting, regular or special, may be held in person or by telephone conference, web video conference or other electronic video screen communication or electronic transmission. The meetings of the Executive Committee shall be open to all members of the Board of Directors, but may be closed to others at the discretion of the Executive Committee.

Section 5. Minutes. The minutes of the Executive Committee meetings shall be kept by the executive director/secretary at the Association's principal office. Actions of the Executive Committee shall be reported to the Board of Directors as provided in Section 3 of this Article and shall be available to any member of the Board of Directors upon request to the executive director/secretary.

ARTICLE 7 – STANDING COMMITTEES

Section 1. Qualification. In order to serve on any ACWA standing committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the appointment, the individual may not serve during the remaining term of that appointment unless that individual can again meet the criteria for appointment and is appointed to complete the term.

Section 2. Term of Office. The term of office of standing committee members shall be two years commencing on January 1 of each even-numbered year. The term of office of standing committee chairs, who serve on the Board of Directors, shall be approximately two years and shall commence as soon after January 1 of the even-numbered year as they may be appointed by the president and ratified by the then-seated Board of Directors, and shall terminate on December 31 of the odd-numbered year approximately two years later or until their successors are appointed and ratified.

Section 3. Meetings. Meetings of standing committees may be called at such times and places designated by the respective chair thereof except where provided otherwise by these bylaws. Subject to the provisions of these bylaws and any actions that may be taken by the Board of Directors, the chairs of each standing committee may establish their own rules for the efficient operation of the committee they each chair. The chairs of each standing committee are authorized to create subcommittees and workgroups in order to complete the work of the committee.

Section 4. Communications Committee. There shall be a Communications Committee whose duty it shall be to develop and make recommendations to the Board of Directors regarding a comprehensive internal and external communications program for the Association and to promote development of sound public information and education programs and practices among members of the Association. The committee shall consist of no more than 40 individuals. Of that number, at least one individual shall be from each region.

Section 5. Energy Committee. There shall be an Energy Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one representative from each region.

Section 6. Federal Affairs Committee. There shall be a Federal Affairs Committee whose duty it shall be to review all federal legislative proposals and regulatory proposals affecting members of the Association, after consulting with other appropriate committees, and to develop Association positions consistent

with existing policy, where it has been established; recommend sponsorship of bills that will resolve problems or improve conditions for members of the Association; and assist in the establishment of the Association's federal legislative program. The committee shall consist of at least one and no more than five individuals from each region.

Section 7. Finance Committee. There shall be a Finance Committee whose duty it shall be to make recommendations to the Board of Directors regarding annual budgets, dues formula and schedules and other revenue-producing income, annual audit and selection of an auditor, and investment strategies. The committee shall consist of the president and vice president of the Association as ex officio members, the Finance Committee chair, one member of the region board from each of the Association's 10 regions (either chair or vice chair), and one additional representative from each region with experience in financial matters.

Section 8. Groundwater Committee. There shall be a Groundwater Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one representative from each region.

Section 9. Legal Affairs Committee. There shall be a Legal Affairs Committee whose duty it shall be to support the mission of the Association, and more particularly to deal with requests for assistance involving legal matters of significance to members of the Association, including but not limited to state and federal court litigation, water rights matters, selected regulatory and resources agency matters, proposed bylaw revisions, review of legislation as requested by the State Legislative Committee, etc. The committee shall consider matters and issues submitted to it in order to determine which ones are of major significance to the members of the Association and, assuming a finding of major significance, recommend to the Board of Directors the position(s) which the committee believes the Association should take with respect thereto. The committee shall be composed of between 35 and 45 attorneys, each of whom shall be, or act as, counsel for a member of the Association, representing diverse interests within the Association, including but not limited to, different geographical areas throughout the state, large and small agencies, agricultural and urban agencies, agencies created under the various enabling statutes, etc. Further, there shall be at least one representative from each region on the committee.

Section 10. Local Government Committee. There shall be a Local Government Committee whose duty it shall be to recommend policies to the State Legislative Committee, as appropriate, and Board of Directors on matters affecting water agencies as a segment of local government in California. The committee shall consist of at least one and no more than three individuals from each region.

Section 11. Membership Committee. There shall be a Membership Committee whose duty it shall be to assist staff in developing membership recruitment and retention programs, make recommendations to the Board of Directors regarding membership policies, eligibility, and applications for membership and review and make recommendations to the Finance Committee regarding an equitable dues structure. The committee shall consist of at least one member from each region.

Section 12. Personnel and Benefits Committee. There shall be a Personnel and Benefits Committee whose duty it shall be to review, on a regular basis, membership salary survey, retirement issues, and other personnel, benefits, and administrative issues pertinent to the management of members of the Association. The committee shall consist of at least one and no more than two individuals from each region.

Section 13. State Legislative Committee. There shall be a State Legislative Committee whose duty it shall be to review all state legislative proposals affecting members of the Association and to establish Association positions, consistent with existing policy, where it has been established; sponsor bills that will resolve problems or improve conditions for members of the Association; and assist in the establishment of the Association's legislative program. The committee shall consist of individuals representing a variety of types of districts and at least one and no more than four individuals from each region.

Section 14. Water Management Committee. There shall be a Water Management Committee whose duty it shall be to recommend policy and programs to the Board of Directors on any area of concern in water management. The committee shall consist of at least one and no more than four individuals from each region.

Section 15. Water Quality Committee. There shall be a Water Quality Committee whose duty it shall be to develop and recommend Association policy, positions, and programs to the Board of Directors, to promote cost-effective state and federal water quality regulations that protect the public health, to enable interested members of the Association to join together to develop and coordinate with other organizations, and to present unified comments regarding agricultural and domestic water quality regulations. The committee shall consist of at least one individual from each region.

ARTICLE 8 – SPECIAL COMMITTEES

Section 1. Nominating Committee. There shall be a Nominating Committee consisting of five or more persons appointed by the president prior to the Association's fall conference in each odd-numbered year. Not later than 48 hours prior to the election of officers of the Association, the nominating committee shall publish its nominations for the offices of president and vice president of the Association. Additional nominations may be made by any member of the Association for candidates for the office of president and vice president.

Section 2. Other Committees and Task Forces. Other committees and task forces may be appointed by the president from time to time as needed, consistent with and supportive of the mission of the Association.

ARTICLE 9 – MEETINGS OF MEMBERS

Section 1. Meetings. Meetings of the members of the Association shall be held at the Association's conferences at such times as may be determined by the Board of Directors to conduct necessary business.

Section 2. Special Meetings. Special meetings of the members of the Association may be called by the Board of Directors, the president of the Board of Directors, or by 5 percent or more of the members of the Association. Except when called by the Board, a request for a special meeting must be in writing and must be delivered in person or mailed by first-class mail addressed to the president of the Board at the principal office of the Association, with a copy to the executive director/secretary. The request must state the general nature of the business proposed to be transacted at the meeting.

A special meeting that has been called by written request of 5 percent of the member agencies of the Association to the Board of Directors shall be set by the Board of Directors on a date that is not less than 35 or more than 90 days after receipt of the request. The executive director/secretary shall cause notice to be given to all members of the Association, which notice shall state the place, date, and time of the meeting and the general nature of the business to be transacted at the meeting. No business except that specified in the request and notice may be transacted at said special meeting.

Section 3. Voting. Each member of the Association shall be entitled to one vote that shall be cast by its authorized representative. All questions, except amendments or revisions of these bylaws, shall be determined by a majority of the members present and voting. A roll call may be requested by any representative.

Section 4. Amendment of Bylaws. These bylaws may be amended or revised by two-thirds of the member agencies of the Association present and voting at any meeting.

Section 5. Quorums. The presence of 50 members of the Association at any meeting of the members shall constitute a quorum for transacting business.

Section 6. Amendments, Revisions, and Resolutions. Before any amendments or revisions to the bylaws, or resolutions, may be considered at any meeting of the Association, any such amendment, revision, or resolution shall be submitted to the executive director/secretary at least 30 days prior to the first day of such meeting. The executive director/secretary shall promptly distribute any proposed amendments or revisions to the Legal Affairs Committee for the Legal Affairs Committee to develop an unbiased analysis of the amendments or revisions. Following development of an analysis for the proposed amendments or revisions, the executive director/secretary shall distribute copies of any resolutions, amendments or revisions, including any applicable analyses, to all members of the Association at least five days prior to presentation at such meeting. The 30-day rule may be suspended at any meeting of the Association by consent of three-fourths of the members present. Voting on resolutions, amendments, or revisions shall proceed as provided by Sections 3 and 4 of this Article.

Section 7. Nominations for Officers from the Floor. Additional nominations and seconds, if any, for candidates for the office of president and vice president (as provided for in the last sentence of Article 8, Section 1) will be made from the floor, during the election of the officers of president and vice president, by a member of the Association. Such nominations and seconds must be supported by a resolution of the governing body of the member making and seconding such nomination.

ARTICLE 10 – MISCELLANEOUS

Section 1. Conduct of Meetings. All meetings of the Association shall be conducted in accord with the code of conduct and in substantial accordance with the latest edition of Robert’s Rules of Order Newly Revised unless the Board adopts alternate rules of conduct for itself and/or its committees, region boards, and region workgroups.

Section 2. Funds. The funds of the Association shall be used to further the aims and purposes of this Association. They shall be kept by the controller-treasurer and paid out by checks or other electronic means, which shall only be valid with two authorized signatures. The Board of Directors shall designate by resolution which persons, other than the controller-treasurer, may sign for expenditures. The Finance Committee shall implement procedures to ensure necessary internal controls over the receipt and expenditures of Association funds and arrange for an external audit. Audit reports shall be presented to the Board of Directors.

Section 3. Definitions. As used in these bylaws, the term “notice provided by electronic means” shall refer to notice given by fax or e-mail.



April 24, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: General Manager

Subject: ACWA Health Benefits Authority

SUMMARY:

On April 1, 2012, ACWA Health Benefits Authority requested Las Virgenes Municipal Water District execute a resolution for transition of the ACWA HBA into the ACWA JPIA.

The ACWA HBA Board voted to dissolve and transfer the health benefits program to ACWA/JPIA on March 28, 2012.

RECOMMENDATION(S):

Authorize the General Manager to execute all necessary documents for the transfer of health benefits to ACWA Joint Powers Insurance Authority (JPIA); and pass, approve and adopt the proposed Resolution No. 04-12-2430, a certified copy of which, is to be filed with ACWA by the Assistant Deputy Secretary no later than May 31, 2012.

A RESOLUTION OF THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT CONSENTING TO JOIN THE HEALTH BENEFITS PROGRAM OF THE ACWA JOINT POWERS INSURANCE AUTHORITY, RATIFYING THE ACTION OF THE ACWA HEALTH BENEFITS AUTHORITY BOARD OF DIRECTORS TO TERMINATE THE HEALTH BENEFITS AUTHORITY JOINT POWERS AGREEMENT, AND AUTHORIZING AND DIRECTING THE GENERAL MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS

(Reference is hereby made to Resolution No. 04-12-2430 on file in the District's Resolution Book and by this reference the same is incorporated herein and made a part of hereof.)

FINANCIAL IMPACT:

None.

Prepared By: Kimmey Conklin, Executive Assistant/Clerk of the Board

ATTACHMENTS:

[ACWA HBA Resolution Request](#)

[Resolution 04-12-2430: ACWA HBA-ACWA JPIA](#)



**ACWA
Health Benefits
Authority**

*Rec'd 04/04/12
KM*

April 1, 2012

Mr. John Mundy
General Manager
Las Virgenes MWD
4232 Las Virgenes Rd
Calabasas, CA 91302

RE: Urgent Action Needed to Retain Health Benefits

Dear Mr. Mundy,

On March 7 you received a notice announcing the impending transition of the ACWA Health Benefits Authority (HBA) into the ACWA/Joint Powers Insurance Authority (ACWA/JPIA). On March 28, the HBA Board voted to dissolve the HBA and transfer the health benefits program to ACWA/JPIA.

We need your immediate assistance to secure the needed concurrence within the mandated 90-day window. The following steps must be taken to ensure a seamless transition and to retain the employee benefits currently provided by HBA:

- 1. Your board will need to pass the enclosed resolution.** The resolution consents to join the Employee Benefits Program of the ACWA/Joint Powers Insurance Authority and ratifies the action of the ACWA Health Benefits Authority Board of Directors to terminate the Health Benefits Authority Joint Powers Agreement. **Please place the resolution on your next available agency agenda for action.**
- 2. Return the signed resolution:** HBA is requesting the signed resolution by April 30, 2012 (or sooner), if possible, and no later than May 31, 2012. Please mail to:

ACWA HBA
4600 Northgate Blvd, Suite #100
Sacramento, CA 95834

Failure to return the signed resolution by June 29, 2012, may result in loss of coverage for your district employees.



**ACWA
Health Benefits
Authority**

A dedicated website is available to assist you with the process. It includes a list of Frequently Asked Questions (FAQs), model resolutions, a timeline and other information. Please go to www.hba-transition.com.

An informational webinar is scheduled for Wednesday, April 18, at 10 a.m. Registration details will be provided in the near future.

If you have any further questions, please contact Nancy Stangel, JPIA Director of Administration (800-231-5742, ext. 3133, nstangel@acwajpia.com) or Cynthia Harding, HBA Operations Manager (800-736-2292, ext. 5, cynthiah@acwa.com)

Thank you for your help.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Gilmore".

Rick Gilmore
Board President
ACWA HBA

Attachment: Sample resolution

RESOLUTION NO. 04-12-2430

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
LAS VIRGENES MUNICIPAL WATER DISTRICT
CONSENTING TO JOIN THE HEALTH BENEFITS PROGRAM OF THE ACWA
JOINT POWERS INSURANCE AUTHORITY, RATIFYING THE ACTION OF THE ACWA
HEALTH BENEFITS AUTHORITY BOARD OF DIRECTORS TO TERMINATE THE
HEALTH BENEFITS AUTHORITY JOINT POWERS AGREEMENT, AND
AUTHORIZING AND DIRECTING THE GENERAL MANAGER
TO EXECUTE ALL NECESSARY DOCUMENTS**

WHEREAS, the Las Virgenes Municipal Water District (herein "District") entered into a joint exercise of powers agreement ("HBA Agreement") with the Association of California Water Agencies Health Benefits Authority ("HBA") in order to pool its purchasing needs with other public agencies desiring to provide their employees with comprehensive and economical health and welfare benefits; and

WHEREAS, the District entered into a Health Benefits Memorandum of Understanding ("MOU") to enroll in specific health programs and ancillary programs ("Existing Employee Benefits Coverage") offered by HBA and agreed to abide by: (1) the HBA Agreement; (2) all rules and procedures established by HBA in the administration of the District's Existing Employee Benefits Coverage; and (3) all underwriting, eligibility, and contribution requirements in Appendix A to the MOU; and

WHEREAS, the District entered into a joint exercise of powers agreement ("JPIA Agreement") with the Association of California Water Agencies Joint Powers Insurance Authority ("JPIA") in order to pool its purchasing needs with other public agencies desiring to obtain comprehensive and economical public liability, workers' compensation, unemployment, health, accident and/or dental, or property coverage; and

WHEREAS, JPIA is both qualified and authorized by the laws of the State of California to administer the Existing Employee Benefits Coverage to this District through JPIA's Employee Benefits Program; and

WHEREAS, during a noticed special meeting held on February 6, 2012, the HBA Board of Directors unanimously voted to transfer all HBA operations and administrative functions to JPIA on or about July 1, 2012, and to pursue a merger of the two public agencies after which the HBA Agreement would be terminated; and

WHEREAS, pursuant to Article 22 of the HBA Agreement, the HBA Agreement may be terminated by the HBA Board of Directors subject to ratification by the written consent of three-fourths of the HBA Member agencies within 90 days of the HBA Board's action, provided, however, that HBA and the HBA Agreement shall continue to exist for the purpose of concluding all functions necessary to wind up HBA's affairs; and

WHEREAS, during a noticed regular meeting held on March 28, 2012, the HBA Board of Directors approved HBA Resolution 12-03-02: (1) electing to terminate the HBA Agreement pursuant to Article 22 of the HBA Agreement and, except as provided in clause 2 below, said

termination shall become effective upon ratification by the written consent of three-fourths of the HBA member districts and agencies; (2) recognizing that pursuant to Article 22 of the HBA Agreement, HBA and the HBA Agreement shall continue to exist for the purpose of winding up and dissolving the business affairs of HBA, and acknowledge that the HBA Board of Directors is vested with all powers of HBA for doing the same; and (3) declaring that Resolution 12-03-02 shall take effect on April 1, 2012, thereby beginning the 90-day ratification period.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LAS VIRGENES MUNICIPAL WATER DISTRICT as follows:

1. The HBA Memorandum of Understanding referred to in the recitals above is incorporated in this resolution by reference.
2. The District hereby joins JPIA's Employee Benefits Program and acknowledges, represents, and agrees the terms and conditions of the HBA Memorandum of Understanding apply to the District's Existing Employee Benefits Coverage through JPIA.
3. The General Manager shall cooperate fully with HBA and JPIA in the execution of any other documents and in the completion of additional actions necessary or appropriate for the purpose of ensuring the District's Existing Employee Benefits Coverage continues without lapse through JPIA.
4. The District ratifies the action of the HBA Board of Directors to terminate the HBA Agreement, to be effective as provided in Article 22 of the HBA Agreement.
5. The Secretary shall send a certified copy of this resolution to: Association of California Water Agencies Health Benefits Authority, 4600 Northgate Blvd., Suite 100, Sacramento, CA 95834.

PASSED, APPROVED AND ADOPTED on April 24, 2012.

Lee Renger, President

ATTEST:

Charles Caspary, Secretary

(SEAL)

APPROVED AS TO FORM:

Wayne K. Lemieux, District Counsel



April 24, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: 1235' Backbone Improvement Program Agoura Hills Pipeline & Reyes Adobe Waterline and Bridge Crossing - Change Order No.1

SUMMARY:

On May 24, 2011 the Board awarded a contract to J. Fletcher Creamer & Son Inc. and Spiniello Companies, a joint venture for the installation of 8,232 feet of 16 inch pipeline in Reyes Adobe Road and Agoura Road; the installation of 2,112 feet of 18 inch pipeline in Agoura Road; and the installation of pipelines under the Reyes Adobe Bridge and a total of three pipeline connecting vaults on both sides of the bridge over the 101 Freeway. During the construction, an elevation difference was discovered between the existing pipeline and the casings installed in the bridge. Modifications were necessary to make the pipeline connections. The impact of this change was a \$25,096.00 increase. During construction in the Agoura Road, over 5,000 feet of old 12 inches thick concrete highway was encountered under the existing pavement as road base. Upon discussion with City of Agoura staff, instead of replacing the concrete road base, LVMWD would increase the asphalt thickness from 5 inches to 6 inches and increase the rubberized asphalt cap (top layer) from 1 inch to 1.5 inches along Agoura Road. The total amount due to this change is \$170,560.00 using the same unit bid price contained in the bid document. The contractor also made additional changes to construction sequences, traffic control methods and layout based on requests from the City staff, the public and local businesses owners along the construction route to address traffic circulation issues. The total cost for these traffic control changes is \$13,392.00. The total cost of these three changed conditions is \$209,048.00.

RECOMMENDATION(S):

Approve Change Order No. 1 in the amount of \$209,048.00

FINANCIAL IMPACT:

Total FY 2011-2012 budget is \$4,049,978.00 in CIP work order 10419. Expenditure to date is \$3,932,838.11. Total expenditure to date with the Change Order #1 is \$4,141,886.11. Staff will be asking for an additional appropriation for this job account at the completion of the project when all expenses are identified.

DISCUSSION:

During the project design phase, staff identified the concrete road as road base under the existing asphalt pavement in Agoura Road. However, the exact limits of the concrete base could not be verified until the excavation for the pipeline installation. Staff worked extensively with the City of Agoura staff to obtain approval of the final design without the requirements of replacing the concrete road base and with a total of 5-inch thick asphalt base paving and 1 inch thick rubberized asphalt cap as the driving surface. However, once the concrete base was exposed during excavation, City staff requested the pavement and road base be restored the same as the existing road base and asphalt thickness plus one inch of asphalt per City standards. After working with City staff, both parties agreed that the final pavement restoration should be a total of 6 inches asphalt base and 1.5 inches of rubberized asphalt cap as the driving surface along Agoura Road.

Staff also received requests from business owners around the intersection of Kanan and Agoura Road and

ITEM 8A

City staff to change and/or provide enhancement to City approved traffic control plans in response to public traffic pattern changes after the initial setup of traffic control devices in order to assist traffic circulation; and to notify the public using mobile message boards that all businesses are open during construction.

Prepared By: Lindsay Cao, P.E., Associate Engineer



April 24, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Facilities & Operations

Subject: Call for Bids: Annual Weed Abatement at Various Facilities

SUMMARY:

Annually, the District must comply with the County of Los Angeles Weed Abatement Division notice to destroy weeds, remove brush, rubbish and refuse prior to the fire season. The work is required at the Tapia Water Reclamation Facility, Rancho Las Virgenes Composting Facility, Westlake Filtration Plant, and Morrison Tank. The entire cost for weed abatement is expected to exceed \$25,000; however, the work will be bid as potentially 4 separate contracts to ensure both the lowest cost and the timely completion of the work.

Bid Schedule

First Notice April 25, 2012

Second Notice May 02, 2012

Bid Opening June 06, 2012

Bid Award June 26, 2012

RECOMMENDATION(S):

Authorize a Call for Bids for Annual Weed Abatement at various facilities.

FINANCIAL IMPACT:

The Fiscal Year 2011-12 Las Virgenes budget provides funding in the operating budget for weed abatement at Westlake Filtration Plant and Morrison Tank. Expenses for the Tapia Water Reclamation Facility and Rancho Las Virgenes Composting Facility are funded in the JPA budget.

Prepared By: Larry J. Miller, Water Systems Manager

ATTACHMENTS:

[Call for Bids: Weed Abatement](#)

NOTICE INVITING SEALED PROPOSALS (BIDS)
FOR
ANNUAL WEED ABATEMENT AT VARIOUS DISTRICT FACILITIES
FOR
LAS VIRGENES MUNICIPAL WATER DISTRICT

NOTICE IS HEREBY GIVEN that the Board of Directors of Las Virgenes Municipal Water District (District) invites and will receive sealed proposals (bids) up to the hour of **12:00 p.m. on Wednesday, June 06, 2012**, for furnishing the work described in the contract documents. Bids received after the time stated in the Call for Bids will not be accepted and will be returned, unopened, to the bidder. The time shall be determined by the time on the receptionist telephone console in our Headquarters lobby. Proposals will be publicly opened and read aloud at the office of the District, 4232 Las Virgenes Road, Calabasas, California. Said bids shall conform to and be responsive to the Specifications and Contract Documents for said work as heretofore approved by the District.

A pre-bid tour will be held at **9:00 a.m. on May 09, 2012**. The meeting will begin at the District headquarters at 4232 Las Virgenes Road, Calabasas, CA 91302. Questions regarding the project may be directed to Ken Reed at 818-251-2218.

Each bid must be on the District bid form and shall be sealed and filed with the secretary of the District at or before the time stated in the Notice.

All terms and conditions contained in the Specifications and Contract Documents shall become part of the contract. The Board of Directors of Las Virgenes Municipal Water District reserves the right to reject any and all bids and to waive any and all irregularities in any bid. No bidder may withdraw his bid after the said time for bid openings until 60-days thereafter or until the District has made a final award to the successful bidder or has rejected all bids, whichever event first occurs.

The Board of Directors of the District reserves the right to select the schedule(s) under which the bids are to be compared and contract(s) awarded.

BY ORDER OF THE GOVERNING BODY OF
LAS VIRGENES MUNICIPAL WATER DISTRICT

Dated

Charles P. Caspary
Secretary of the Board



April 24, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Award of Bid: Uniform Service Contract

SUMMARY:

On February 28, 2012, the Board of Directors approved a Call for Bids to provide uniform rental and cleaning service for sixty district staff, as well as other miscellaneous services provided at all district locations. Bids were received and opened publicly on Monday, March 26, 2012.

RECOMMENDATION(S):

The Board of Directors authorize the General Manager to issue a contract to Kleen Kraft Uniform Services to provide this service at a bi-weekly price of \$1,571.20.

FINANCIAL IMPACT:

Total estimated annual cost to the district for uniform rental, cleaning and other related services is \$41,500. Funds are available in the current budget and will be proposed in future budgets.

DISCUSSION:

Bid request were sent to nine service providers, four responses were received and calculated for bi-weekly average prices as follows:

Kleen Kraft Uniform Service	\$1,571.20
Unifirst Corporation	\$1,446.01
Prudential Overall Supply	\$1,388.37
Aramark Uniform Service	\$1,117.25

Aramark Uniform Services, our current service provider, is the bidder with the overall lowest price. However, Aramark's performance has been unsatisfactory in service, billing errors and overall performance. Uniforms provided by Aramark have been worn out, poorly repaired or return with stains after washing. Staff has tried to work with Aramark, whose representative has promised to fix the problems, but performance continued to be poor. Staff considers Aramark to be unqualified.

Prudential Overall Supply was interviewed and their references were checked. Prudential's references were unsatisfactory and staff felt the company lacked professionalism in handling certain issues.

Unifirst experience is limited to small accounts and the only large account that they have is to provide lab coats for a pharmaceutical company. After our problems with Aramark, staff did not want to work with a company without a solid track record.

Kleen Kraft was found to have the best references and at least two of the references had used the company's services for 25 years. At least one of these references had 500 employees and said that, in their experience, they were unable to find any better.

ITEM 9A

Staff recommends that the contract be awarded to Kleen Kraft Services for a one year contract with four additional renewal options at District's discretion.

Prepared By: Carmen Ripley, Senior Buyer



April 24, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Call for Bids: Janitorial Services

SUMMARY:

Janitorial service is provided to all District facilities. The current contract with Century Maintenance will expire 6/14/12. Century Maintenance, has provided this service for the last three years, at this time staff feels it is in the best interest of the District to solicit request for proposals from other competitive service providers. Staff is proposing a one year contract with four additional one-year renewal options.

RECOMMENDATION(S):

Approve proposed bid schedule and Notice Inviting Sealed Bids for janitorial services at all District facilities.

FINANCIAL IMPACT:

The estimated annual cost to the District for the janitorial service is \$78,500. Funding for this service is available in the approved FY 2012-13 budget and will be proposed in future budgets.

DISCUSSION:

Bids will be requested according to the following schedule:

Board Authorization	Tuesday, April 24, 2012
First Newspaper Advertisement	Monday, April 30, 2012
Second Newspaper Advertisement	Monday, May 7, 2012
Schedule Walk through	Tuesday, May 15, 2012
Bid Opening	Tuesday, May 29, 2012
Award of Contract	Tuesday, June 12, 2012

A recommendation to award the contract will be based on a combination of pricing, reliability and customer service.

Prepared By: Carmen Ripley, Senior Buyer

ATTACHMENTS:

[Janitorial bid](#)

**NOTICE INVITING SEALED PROPOSALS (BIDS)
TO PROVIDE JANITORIAL SERVICE
FOR
LAS VIRGENES MUNICIPAL WATER DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Directors of Las Virgenes Municipal Water District invites and will receive sealed proposals (bids) up to the hour of **2:00 P.M. on Tuesday, May 29, 2012** for furnishing the work described in the contract documents. Bid proposals received after the time stated in the Call for Bids will not be accepted and will be returned, unopened to the bidder. The time shall be determined by the time on the receptionist telephone console in our Headquarters lobby. Proposals will be publicly opened and read aloud at the office of the District, 4232 Las Virgenes Road, Calabasas, California. Said bids shall conform to and be responsive to the Specifications and Contract Documents for said work as heretofore approved by the District.

Each bid must be on the District bid form and shall be sealed and filed with the secretary of the District at or before the time stated in this Notice.

All terms and conditions contained in the Specifications and Contract Documents shall become part of the Contract. The Board of Directors of Las Virgenes Municipal Water District reserves the right to reject any and all bids and to waive any and all irregularities in any bid. No bidder may withdraw his bid after the said time for bid openings until 60-days thereafter or until the District has made a final award to the successful bidder or has rejected all bids, whichever event first occurs.

The Board of Directors of the District reserves the right to select the schedule(s) under which the bids are to be compared and contract(s) awarded.

**BY ORDER OF THE BOARD OF DIRECTORS OF
LAS VIRGENES MUNICIPAL WATER DISTRICT**

Dated _____

Charles P. Caspary
Secretary of the Board
LAS VIRGENES MUNICIPAL WATER DISTRICT



April 24, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Commercial Paper and Medium Term Notes

SUMMARY:

The Board asked staff to find investments sanctioned by the Government Code that are safe, secure and not subject to losing principle. Staff recommends that the Administrative Code be amended to allow investments in commercial paper and medium term notes, using the parameters and standards outlined in the Government Code. If the Board approves the additions to the policy, staff will return with a resolution prepared by District Counsel to amend Administrative Code 2-5.607, Authorized Investments.

RECOMMENDATION(S):

Approve adding commercial paper and medium term notes as authorized investments and direct District Counsel to prepare a resolution to that end.

DISCUSSION:

Commercial paper was eliminated as an authorized investment by the Board in January 2009, when Corporate America was in turmoil and even the Pooled Money Investment Account ("PIMA"), of which the Local Agency Investment Fund ("LAIF") is a part, suspended investing in commercial paper. Currently PIMA's portfolio of investments in February 2012 includes 2.48% invested in commercial paper.

The Government Code has changed the criteria for commercial paper to be an authorized investment since our policy changes in 2009. The current language is as follows:

...[An authorized investment in] commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical rating organization ("NRSRO"). The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or (2):

(1) The entity meets the following criteria:

(A) Is organized and operating in the United States as a general corporation.

(B) Has total assets in excess of five hundred million dollars (\$500,000,000).

(C) Has debt other than commercial paper, if any, that is rated "A" or higher by an NRSRO.

(2) The entity meets the following criteria:

(A) Is organized within the United States as a special purpose corporation, trust, or limited liability company.

(B) Has programwide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond.

(C) Has commercial paper that is rated "A-1" or higher, or the equivalent, by an NRSRO.

Eligible commercial paper shall have a maximum maturity of 270 days or less. Local agencies, other than counties or a city and county, may invest no more than 25 percent of their moneys in eligible commercial paper. Local agencies, other than counties or a city and county, may purchase no more than 10 percent of the outstanding commercial paper of any single issuer.

Medium term notes are like commercial paper with a longer life. The District has not included medium term notes as authorized investments in the past. However, other government agencies have included them and they can bring in a higher yield than some other authorized investments.

The Government Code criteria for medium term notes to be an authorized investment is as follows:

Medium term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated "A" or better by an NRSRO. Purchases of medium term notes shall not include other instruments authorized by the section and may not exceed 30 percent of the agency's moneys that may be invested pursuant to the section.

Currently PIMA does not have any investments in corporate notes at this time.

Prepared By: Sandra Hicks, Director of Finance and Administration



April 24, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Third Quarter Financial Review

SUMMARY:

A comparison of the financial statements for potable water operations in the third quarter of FY10/11 and FY11/12, after adjusting for water allocation surcharges that were ultimately returned to customers, shows potable water operating revenue is higher by \$3.2 million in the current year than the operating revenue net of allocation surcharges for FY10/11. Potable operating revenues also exceed the projected budget by \$1.1 million. Source of supply cost are \$1.8 million higher than the prior year due to the increased cost of water and the increased volume purchased. The increased volume also impacts the operating and maintenance costs and the administrative expenses. Overall operating expenses are \$2.5 million higher than the prior year but are still under projected expenses in the adopted budget. The projected potable water deficit for the third quarter was \$3.4 million but currently is \$1.4 million, and the deficit could narrow if the last quarter of the fiscal year continues to be drier than normal.

Recycled water revenue is also above last year's sales by \$0.7 million. Source of supply costs are higher in the current year due to volume purchased and the increase wholesale price of recycled water purchased from the JPA. Operating, maintenance and administrative expenses are also higher than the prior year but total operating expenses are still well within the budget.

Sanitation revenue is 0.01% lower than the previous year, an insignificant amount that comes as no surprise since there was no rate increase on July 1, 2011. Across the board operating expenses were less than the prior year and well below budget.

An analysis of each enterprise is presented in the discussion section.

RECOMMENDATION(S):

Receive and file.

DISCUSSION:

The following table provides a pictorial comparison between the third quarter of FY11/12 with the same period in FY10/11 ("Prior Year") and the budget for the third quarter of the current year ("Budget").

On Table 1 the amount in the **Actual** column represents what has been received or spent in the third quarter of FY11/12. This agrees with the amount shown on the attached schedules for each enterprise. The **Prior Year** column represents the difference between what has been received or spent in the current year with what was received or spent for the same period in the prior year. The FY10/11 actual YTD amount is shown in the attached schedules by enterprise. The **Budget** column represents the difference between what has been received or spent in the current year with what was budgeted for this period. The actual budget YTD amount is shown in the attached schedules by enterprise.

Table 1 is meant to highlight the difference and shows whether the difference is positive (example: revenue is greater than budget, or expenses are less than budget) or negative (example: revenue is less than budget, or

expenses are higher than budget).

Interest income is shown in Table 1, but not on the attached schedules. Interest income is also reported in the quarterly and monthly investment reports to the Board.

Table 1

	Actual	Prior Year	Budget
Potable Water Revenues	\$19,339,799	P \$873,369	P \$1,117,677
Potable Water Expenses	\$20,777,001	N \$2,494,286	P \$865,916
Recycled Water Revenues	\$4,390,785	P \$710,869	N \$143,095
Recycled Water Expenses	\$1,759,077	N \$545,059	P \$132,871
Sanitation Revenues	\$12,132,332	N \$143,530	N \$355,495
Sanitation Expenses	\$7,560,384	P \$497,495	P \$982,095
Interest Income	\$563,888	N \$111,825	N \$36,112
Capacity Fee Income	\$1,006,804	P \$591,956	P \$240,339
Capital Project Expenses	\$6,646,309	N \$858,347	P \$3,896,797

Potable water allocations to customers in FY10/11 prompted lower use of potable water and recycled water, impacting the revenue of both. Now that the allocations have ceased, customers are increasing their volume purchases but not yet at the level they were before allocation were imposed. Still, this is a promising trend for the future.

Interest income was expected to be less this year due to a smaller portfolio and early calls on higher interest rate instruments.

Capacity fee income and **capital project expenses** vary greatly from year to year and are difficult to project.

Prepared By: Sandra Hicks, Director of Finance & Administration, and Violet Liou, Finance Manager

ATTACHMENTS:

[Q3 Financial Review](#)



Las Virgenes Municipal Water District

Third Quarter Financial Review

FY11-12 Year to Date at March 31

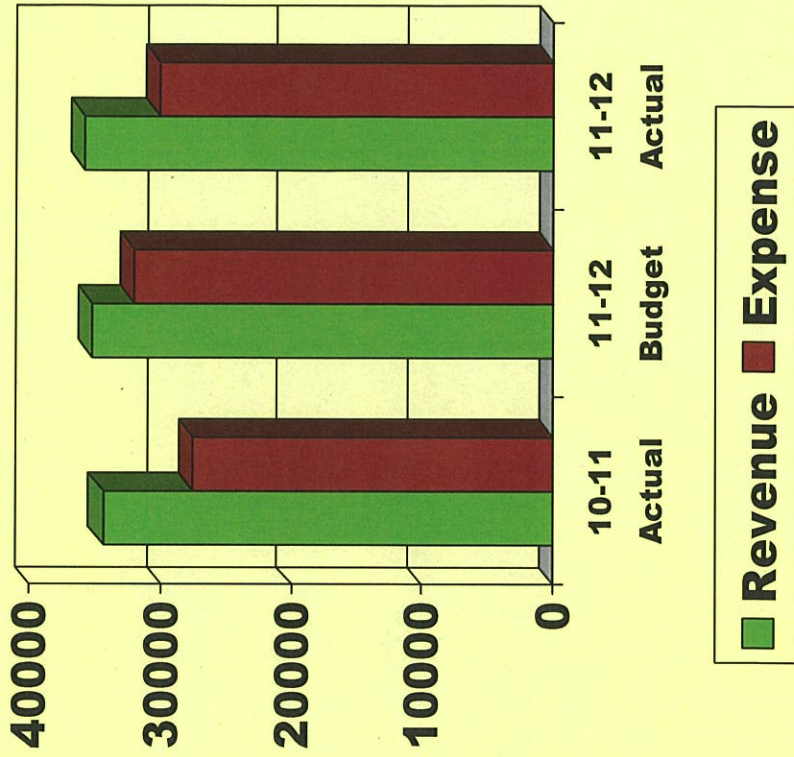
	FY10-11 Actual YTD	FY11-12 Budget YTD	FY11-12 Actual YTD
Total Revenues	\$38,263,227	\$39,013,120	\$39,855,697
Total Expenses	\$36,685,411	\$47,170,953	\$40,491,387
Net Sources (Uses) of Funds	\$1,577,816	(8,157,833)	(\$635,690)

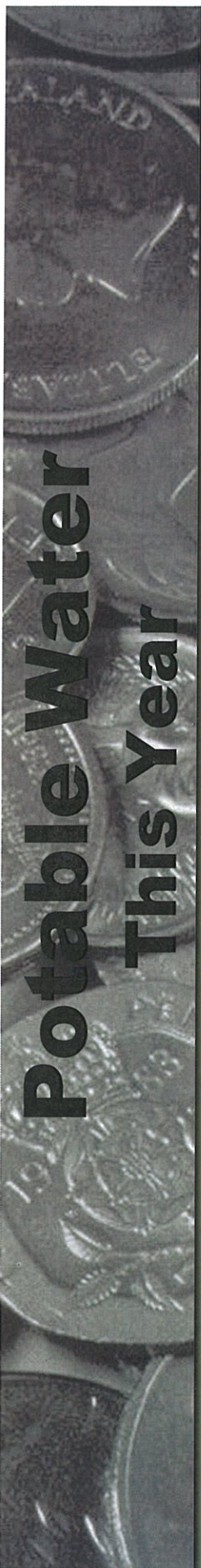
Total Enterprise Operation This Year

Third Quarter

(in Thousands)

	FY10-11 Actual	FY11-12 Budget	FY11-12 Actual
	YTD	YTD	YTD
Total			
Total Operating Revenues	\$ 34,422,208	\$ 35,243,829	\$ 35,862,916
Source of Supply	11,966,058	14,886,615	14,262,625
Purchased Services	6,873,762	7,408,251	6,557,262
Operating & Maintenance Expenses	3,392,154	3,806,127	3,846,924
Administrative Expenses	5,322,638	5,976,351	5,429,651
Total Operating Expenses	27,554,612	32,077,344	30,096,462
Operating Income available for Replacement Projects and Debt Service	\$ 6,867,596	\$ 3,166,485	\$ 5,766,454





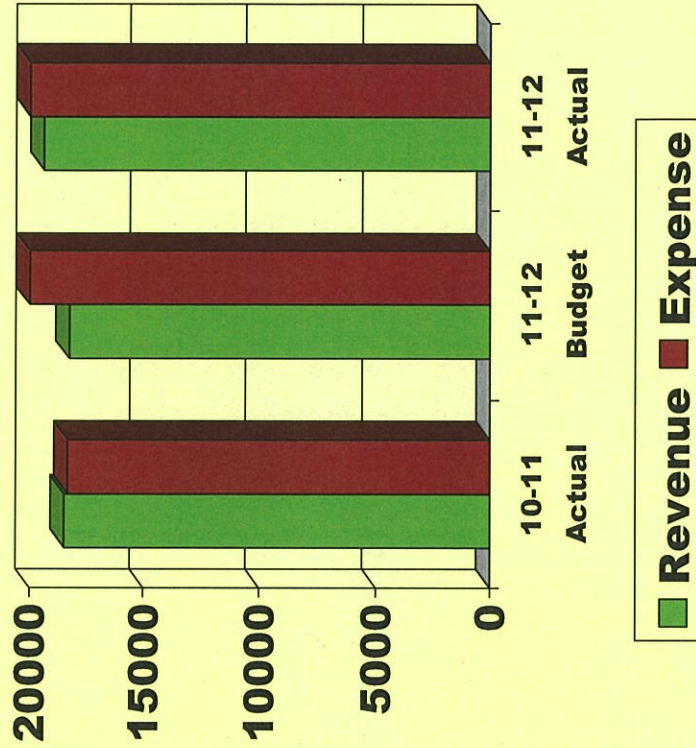
Potable Water This Year

Third Quarter

	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Actual
	YTD	YTD	YTD
<u>Potable Water</u>			
Total Operating Revenues	\$ 18,466,430 *	\$ 18,222,122	\$ 19,339,799
Source of Supply	11,078,059	13,416,659	12,869,039
Operating & Maintenance Expenses	3,039,315	3,371,712	3,482,647
Administrative Expenses	4,165,341	4,854,546	4,425,315
Total Operating Expenses	18,282,715	21,642,917	20,777,001
Operating Income available for Replacement Projects	\$ 183,715	\$ (3,420,795)	\$ (1,437,202)

*Note: Potable Water Revenue for FY10-11 YTD includes \$2,370,771 excess use charge.

(in Thousands)

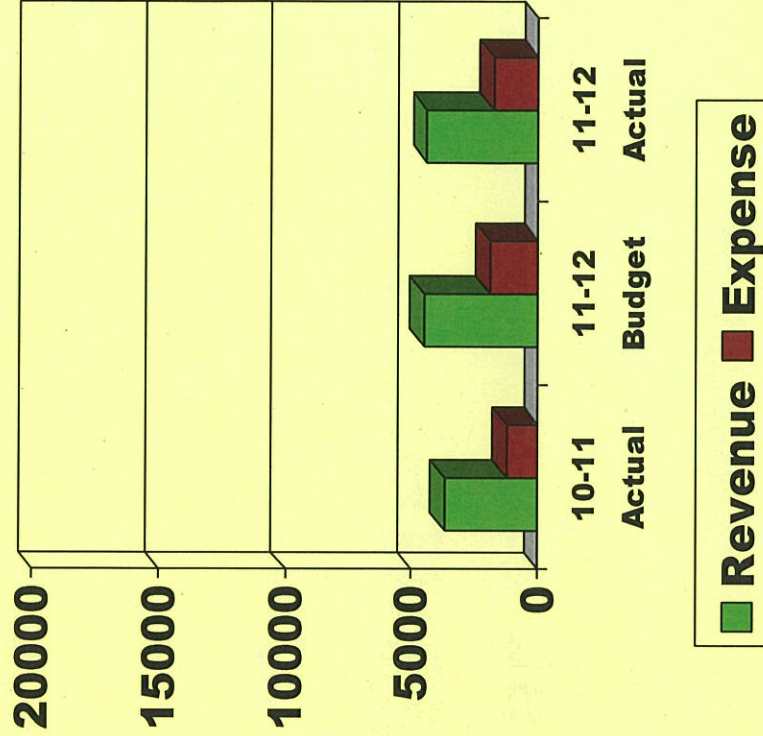


Recycled Water This Year

Third Quarter

(in Thousands)

	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Actual
	YTD	YTD	YTD
<u>Recycled Water</u>			
Total Operating Revenues	\$ 3,679,916	\$ 4,533,880	\$ 4,390,785
Source of Supply	887,999	1,469,956	1,393,586
Operating & Maintenance Expenses	83,893	132,642	106,134
Administrative Expenses	242,126	289,350	259,357
Total Operating Expenses	1,214,018	1,891,948	1,759,077
Operating Income available for Rw			
Repl Projects & Sanitation Operation	\$ 2,465,898	\$ 2,641,932	\$ 2,631,708
Replacement			

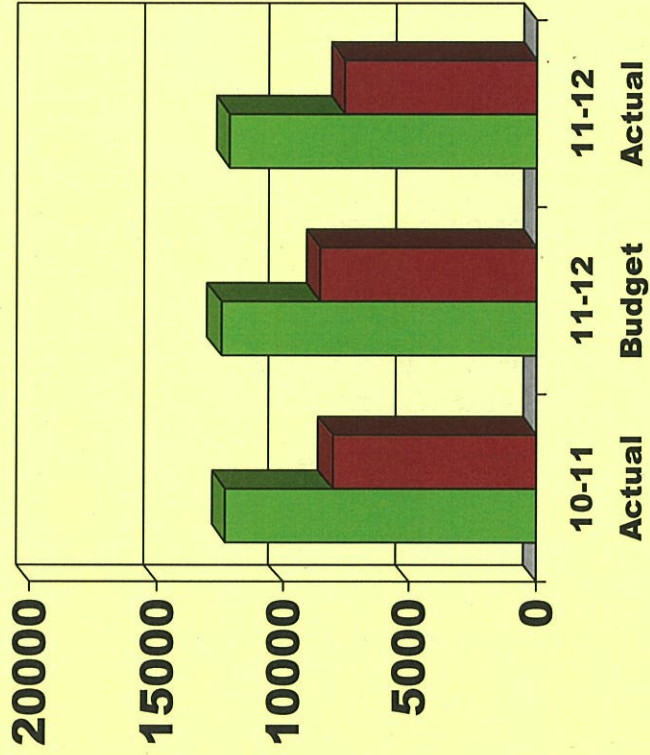


Sanitation This Year

Third Quarter

(in Thousands)

	FY10-11 Actual	FY11-12 Budget	FY11-12 Actual
	YTD	YTD	YTD
<u>Sanitation</u>			
Total Operating Revenues	\$ 12,275,862	\$ 12,487,827	\$ 12,132,332
Purchased Services	6,873,762	7,408,251	6,557,262
Operating & Maintenance Expenses	268,946	301,773	240,912
Administrative Expenses	915,171	832,455	762,210
Total Operating Expenses	8,057,879	8,542,479	7,560,384
Operating Income available for Replacement Projects	\$ 4,217,983	\$ 3,945,348	\$ 4,571,948



■ Revenue ■ Expense

Las Virgenes Municipal Water District
Quarterly Update - Comparison to Budget at March 31, 2012
FY11-12 Year to Date

	<u>FY 10-11 Actual YTD</u>	<u>FY 11-12 Budget YTD</u>	<u>FY 11-12 Actual YTD</u>
<u>Total Revenues</u>			
Operating Revenues	\$ 34,422,208	\$ 35,243,829	\$ 35,862,916
Capacity Fees	414,848	766,466	1,006,804
Other	3,426,171	3,002,825	2,985,977
Total Revenues	<u>38,263,227</u>	<u>39,013,120</u>	<u>39,855,697</u>
<u>Total Expenses</u>			
Operating Expenses:			
Staff Salaries	\$ 7,265,160	\$ 7,734,666	\$ 7,242,363
Staff Salaries - Overtime	194,593	16,178	227,712
Other Operating Expenses	20,094,859	24,326,500	22,626,385
Capital Project Expenses	5,787,962	10,543,106	6,646,309
Other	3,342,837	4,550,503	3,748,618
Total Expenses	<u>36,685,411</u>	<u>47,170,953</u>	<u>40,491,387</u>
Net Sources (Uses) of Funds	<u>\$ 1,577,816</u>	<u>\$ (8,157,833)</u>	<u>\$ (635,690)</u>

Las Virgenes Municipal Water District
Quarterly Update - Comparison to Budget at March 31, 2012
FY11-12 Year to Date

	<u>FY 10-11 Actual YTD</u>	<u>FY 11-12 Budget YTD</u>	<u>FY 11-12 Actual YTD</u>
<u>Total</u>			
Total Operating Revenues	\$ 34,422,208	\$ 35,243,829	\$ 35,862,916
Source of Supply	11,966,058	14,886,615	14,262,625
Purchased Services	6,873,762	7,408,251	6,557,262
Operating & Maintenance Expenses	3,392,154	3,806,127	3,829,693
Administrative Expenses	5,322,638	5,976,351	5,446,882
Total Operating Expenses	27,554,612	32,077,344	30,096,462
Operating Income available for Replacement Projects and Debt Service	<u>\$ 6,867,596</u>	<u>\$ 3,166,485</u>	<u>\$ 5,766,454</u>
<u>Potable Water</u>			
Total Operating Revenues	\$ 18,466,430 *	\$ 18,222,122	\$ 19,339,799
Source of Supply	11,078,059	13,416,659	12,869,039
Operating & Maintenance Expenses	3,039,315	3,371,712	3,482,647
Administrative Expenses	4,165,341	4,854,546	4,425,315
Total Operating Expenses	18,282,715	21,642,917	20,777,001
Operating Income available for Replacement Projects	<u>\$ 183,715</u>	<u>\$ (3,420,795)</u>	<u>\$ (1,437,202)</u>
*Note: Potable Water Revenue for FY10-11 YTD includes \$2,370,771 excess use charge.			
<u>Recycled Water</u>			
Total Operating Revenues	\$ 3,679,916	\$ 4,533,880	\$ 4,390,785
Source of Supply	887,999	1,469,956	1,393,586
Operating & Maintenance Expenses	83,893	132,642	106,134
Administrative Expenses	242,126	289,350	259,357
Total Operating Expenses	1,214,018	1,891,948	1,759,077
Operating Income available for Rw Repl Projects & Sanitation Operation Replacement	<u>\$ 2,465,898</u>	<u>\$ 2,641,932</u>	<u>\$ 2,631,708</u>
<u>Sanitation</u>			
Total Operating Revenues	\$ 12,275,862	\$ 12,487,827	\$ 12,132,332
Purchased Services	6,873,762	7,408,251	6,557,262
Operating & Maintenance Expenses	268,946	301,773	240,912
Administrative Expenses	915,171	832,455	762,210
Total Operating Expenses	8,057,879	8,542,479	7,560,384
Operating Income available for Replacement Projects	<u>\$ 4,217,983</u>	<u>\$ 3,945,348</u>	<u>\$ 4,571,948</u>

ITEM 9D

Las Virgenes Municipal Water District
Capital Improvement Project Status
March 31, 2012

Job # - Description	Prior Year Appropriations	Prior Year Expenditures	Prior Year Balance	Current Year Appropriations	Working Capital Requirement	Current Year Expenditures	Contractual Commitments	Balance Available
Completed Projects								
10392 RLV:Replace Centrate Line	\$1,475,497	\$925,276	\$550,221	\$0	\$550,220	\$6,466	\$0	\$543,754
10416 Smnole,Wmrr,Mulwd P/S-Exp/CE	\$1,378,497	\$1,811,248	(\$432,751)	\$0	(\$432,751)	\$43,119	\$3,000	(\$478,870) 3
10435 Wsilik Filtration Pint:Misc Imp	\$284,177	\$280,114	\$4,063	\$0	\$4,063	\$0	\$0	\$4,063
10442 AMR/AMI - Chatsworth	\$0	\$146,646	(\$146,646)	\$0	(\$146,646)	\$3,812	\$0	(\$150,458) 2
10448 Rancho Polymer Feed System R	\$121,000	\$6,936	\$114,064	\$0	\$0	\$0	\$0	\$0
10450 Automatic Meter Reading Implmt	\$1,050,000	\$775,195	\$274,805	\$0	\$274,805	\$379,953	\$2,275	(\$107,423) 3
10452 Tapia Process Air Evaluation	\$156,000	\$54,567	\$101,433	\$500,000	\$601,433	\$27,561	\$999	\$572,873
10459 Tapia CP1000,CP100,Scrn Roof	\$91,000	\$0	\$91,000	\$0	\$91,000	\$90,895	\$0	\$105 5
10465 Rancho:Flare Contrl Safety Upg	\$25,000	\$7,972	\$17,028	\$0	\$17,028	\$14,906	\$109	\$2,013
10466 Agoura P/S VFD Installation	\$34,060	\$18,554	\$15,506	\$0	\$15,506	\$6,888	\$233	\$8,385
10469 Rancho Misc Equipmt-FY 10-11	\$40,000	\$53,753	(\$13,753)	\$0	(\$13,753)	\$9,982	\$669	(\$24,404) 3
10470 Tapia Misc Equipmt-FY 10-11	\$52,000	\$24,824	\$27,176	\$0	\$27,176	\$25,262	\$0	\$1,914
10473 BNR Ph III-Centrate SampleLine	\$0	\$22,645	(\$22,645)	\$0	(\$22,645)	\$0	\$4,209	(\$26,854) 2
10481 Upper Oaks P/S Pump Repl.	\$154,960	\$50,187	\$104,773	\$0	\$104,773	\$187,720	\$5,022	(\$87,969)
10482 Board Rm Audio/Visual Improv.	\$50,000	\$52,943	(\$2,943)	\$0	(\$2,943)	\$0	\$146	(\$3,089)
10484 PRS @ Schueren & Pluma	\$50,000	\$29,846	\$20,154	\$165,000	\$185,154	\$85,557	\$0	\$99,597
10498 Tapia Misc Equipment- FY 11-12	\$0	\$0	\$0	\$12,500	\$12,500	\$10,960	\$0	\$1,540
10500 Tapia Rpl Primy Tnk SludgeValv	\$0	\$0	\$0	\$30,000	\$30,000	\$40,124	\$2,876	(\$13,000)
Completed Projects	\$4,962,191	\$4,260,706	\$701,485	\$707,500	\$1,294,920	\$933,205	\$19,538	\$342,177
Projects to complete by June 30, 2012								
10257 Combined Heat & Power (CHP)	\$280,000	\$195,423	\$84,577	\$0	\$84,577	\$0	\$12,077	\$72,500
10391 RLV:Compost Reactor Bldg Cell	\$322,856	\$55,159	\$267,697	\$233,174	\$500,871	\$152,776	\$184,450	\$163,645
10398 Cornell P/S Engine Rebuild	\$50,000	\$0	\$50,000	\$50,000	\$100,000	\$48,735	\$56,298	(\$5,033)
10419 EAW Trnsm Fac.-Cornell-TO Bliv	\$2,673,333	\$214,432	\$2,458,901	\$1,877,095	\$4,335,996	\$3,718,406	\$738,262	(\$120,672)
10443 RAMBLA PACIFICA MAIN BRE	\$0	\$190,340	(\$190,340)	\$0	(\$190,340)	\$10,472	\$73,989	(\$274,801) 2
10451 Tapia Gate & Drive Replacement	\$260,000	\$43,122	\$216,878	\$160,000	\$376,878	\$48,734	\$245,800	\$82,344 4

Job # - Description	Prior Year Appropriations	Prior Year Expenditures	Prior Year Balance	Current Year Appropriations	Working Capital Requirement	Current Year Expenditures	Contractual Commitments	Balance Available
10488 Vehicle Repl Program-FY 11-12	\$0	\$0	\$0	\$110,000	\$110,000	\$99,038	\$7,600	\$3,362
10490 Upgrade Radio System	\$0	\$0	\$0	\$96,000	\$96,000	\$0	\$0	\$96,000
10496 AMR Implementation - FY 11-12	\$0	\$0	\$0	\$1,200,000	\$1,200,000	\$1,083,755	\$12,217	\$104,028
10497 Westlake Misc Improv- FY 11-12	\$0	\$0	\$0	\$70,000	\$70,000	\$42,719	\$0	\$27,281
10499 Tapia Grit Cyclone Conveyor/Sys	\$0	\$0	\$0	\$75,000	\$75,000	\$0	\$0	\$75,000
10501 Pump & Motor Repair - FY 11-12	\$0	\$0	\$0	\$40,000	\$40,000	\$33,340	\$1,650	\$5,010
10502 Rancho Misc Equipment- FY11-	\$0	\$0	\$0	\$35,000	\$35,000	\$0	\$0	\$35,000
10503 LV-2 Control System Panel Rpl	\$0	\$0	\$0	\$20,000	\$20,000	\$7,591	\$110	\$12,299
10504 Westlake Misc Equipmt-FY 11-1	\$0	\$0	\$0	\$30,000	\$30,000	\$8,009	\$3,054	\$18,937
10507 Long Valley Main Upgrade	\$0	\$0	\$0	\$350,000	\$350,000	\$21,555	\$308,283	\$20,162
Projects to complete by June 30,	\$3,585,189	\$698,476	\$2,887,713	\$4,346,269	\$7,233,982	\$5,275,130	\$1,643,790	\$315,062
Multi-Year Projects								
10236 Raise Air Vac Valves	\$200,000	\$22,166	\$177,834	\$0	\$177,833	\$0	\$0	\$177,833
10344 1235' Backbone Imprv-Design, Ph	\$550,000	\$746,308	(\$196,308)	\$2,655,000	\$2,458,692	\$73,827	\$0	\$2,384,865
10372 Calabasas Pk Estate Sys Rehab	\$385,000	\$418,217	(\$33,217)	\$0	(\$33,217)	\$12,723	\$23,254	(\$69,194)
10384 Integrate Tel & Computer Ntwrk	\$200,000	\$58,890	\$141,110	\$25,000	\$166,110	\$25,817	\$7,034	\$133,259
10387 Rancho Material Handling Imprv	\$100,000	\$0	\$100,000	\$16,000	\$116,000	\$5,100	\$8,240	\$102,660
10393 RW Storage Study	\$350,000	\$199,906	\$150,094	\$0	\$150,095	\$53,050	\$17,759	\$79,286
10418 Rehab 18" RW Pipe (Tapia/MLhd	\$150,000	\$0	\$150,000	\$5,000	\$155,000	\$0	\$0	\$155,000
10430 Twin Lakes P/S Pipeline Proj.	\$1,700,000	\$19,931	\$1,680,069	\$0	\$1,680,069	\$0	\$0	\$1,680,069
10446 Buffer Land at Rancho	\$250,000	\$0	\$250,000	\$0	\$250,000	\$0	\$0	\$250,000
10453 Tapia/Rancho Vulnerability Ass	\$50,000	\$0	\$50,000	\$0	\$50,000	\$0	\$0	\$50,000
10457 Tapia Allrntv Disinfectn Study	\$110,000	\$104,884	\$5,116	\$200,000	\$205,116	\$189,533	\$37,696	(\$22,113)
10462 Tapia: 20/24" Inflnt FrMainUp	\$363,000	\$26,834	\$336,166	\$430,000	\$766,166	\$83,535	\$4,465	\$678,166
10463 Bldg 1 Tenant Improvements	\$25,000	\$6,380	\$18,620	\$125,000	\$143,620	\$3,525	\$1,475	\$138,620
10474 WoodlandHills Entry Cib RW Ext	\$25,000	\$23,638	\$1,362	\$375,000	\$376,362	\$0	\$4	\$376,358
10476 5 MG Tank @ LV Reservoir	\$150,000	\$81,477	\$68,523	\$330,000	\$398,523	\$88,228	\$48,748	\$261,547
10487 Construct 3rd Digester @Ranch	\$0	\$0	\$0	\$465,000	\$465,000	\$157,659	\$330,844	(\$23,503)
10489 Rancho Digester Heating SysEvl	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10491 Groundwater Suplmtnt Study-PW	\$0	\$0	\$0	\$25,000	\$25,000	\$0	\$0	\$25,000

11-19

Job # - Description

Job # - Description	Prior Year Appropriations	Prior Year Expenditures	Prior Year Balance	Current Year Appropriations	Working Capital Requirement	Current Year Expenditures	Contractual Commitments	Balance Available
10492 Groundwater Suplmnt Study-RW	\$0	\$0	\$0	\$25,000	\$25,000	\$0	\$0	\$25,000
10493 Tapia: Sludge Screening	\$0	\$0	\$0	\$385,000	\$385,000	\$241	\$0	\$384,759
10494 Malibu Bowl	\$0	\$0	\$0	\$65,000	\$65,000	\$8,476	\$40,196	\$16,328
10505 Easements Geodatabase	\$0	\$0	\$0	\$70,540	\$70,540	\$0	\$65,560	\$4,980
10506 GIS Aerial Photos	\$0	\$0	\$0	\$50,000	\$50,000	\$0	\$0	\$50,000
Multi-Year Projects	\$4,608,000	\$1,708,631	\$2,899,369	\$5,246,540	\$8,145,909	\$701,714	\$585,275	\$6,858,920
Totals	\$13,156,380	\$6,667,813	\$6,488,567	\$10,300,309	\$16,674,811	\$6,910,049	\$2,248,603	\$7,516,159
Less: Triunfo Sanitation District's share of JPA Projects								
Total Las Virgenes share: All Projects								
			\$683,538	\$767,832	\$1,417,835	\$263,740	\$245,221	\$908,874
			\$5,805,029	\$9,532,477	\$15,256,976	\$6,646,309	\$2,003,382	\$6,607,285

Footnotes

- 1 Appropriate additional \$50,000, approved by Board of Directors, 9/6/2011, Item 5D.
- 2 Administrative project to track expenditures
- 3 Unanticipated costs related administration and installation of assets
- 4 Combine WO10451 & WO10495 to administer project
- 5 Appropriate additional \$25,000, approved by JPA Board of Directors, 10/3/2011, Item 7C.
- 6 Appropriate additional \$150,000, approved by JPA Board of Directors, 11/7/2011, Item 6B.
- 7 Combine WO10487 & WO10489 to administer project
- 8 Appropriate additional \$430,000, approved by JPA Board of Directors, 1/9/12, Item 5A.
- 9 Appropriate additional \$25,000, approved by Board of Directors, 3/13/2012, Item 9C.
- 10 Appropriate \$350,000, approved by Board of Directors, 3/13/2012, Item 9D.

**Las Virgenes Municipal Water District
Capital Improvement Projects Working Capital
Fiscal Year 2011-12 - through March 31, 2012**

Job # - Description	Working Capital Requirement per Budget	Current Estimate	YTD Expenditures
10236 Raise Air Vac Valves	\$185,305	\$177,833	\$0
10257 Combined Heat & Power (CHP)	\$0	\$84,577	\$0
10344 1235' Backbone Imprv-Design, Ph1	\$2,655,000	\$2,458,692	\$73,827
10372 Calabasas Pk Estate Sys Rehab	\$0	(\$33,217)	\$12,723
10384 Integrate Tel & Computer Ntwrk	\$166,110	\$166,110	\$25,817
10387 Rancho Material Handling Imprv	\$116,000	\$116,000	\$5,100
10391 RLV-Compost Reactor Bldg Ceilg	\$525,000	\$500,871	\$152,776
10392 RLV:Replace Centrate Line	\$0	\$550,220	\$6,466
10393 RW Storage Study	\$150,000	\$150,095	\$53,050
10398 Cornell P/S Engine Rebuild	\$100,000	\$100,000	\$48,735
10416 Snnole, Wmnr, Mulwd P/S-Exp/CEQA	\$0	(\$432,751)	\$43,119
10418 Rehab 18" RW Pipe (Tapia/Mlhd)	\$155,000	\$155,000	\$0
10419 EW Trmsm Fac.-Cornell-TO Blvd	\$4,049,978	\$4,335,996	\$3,718,406
10430 Twin Lakes P/S Pipeline Proj.	\$1,672,029	\$1,680,069	\$0
10435 Wsluk Filtration Plnt:Misc Imp	\$0	\$4,063	\$0
10442 AMR/AMI - Chatsworth	\$0	(\$146,646)	\$3,812
10443 RAMBLA PACIFICA MAIN BREAK2010	\$0	(\$190,340)	\$10,472
10446 Buffer Land at Rancho	\$250,000	\$250,000	\$0
10448 Rancho Polymer Feed System Reh	\$115,000	\$0	\$0
10450 Automatic Meter Reading Implmt	\$0	\$274,805	\$379,953
10451 Tapia Gate & Drive Replacement	\$160,000	\$376,878	\$48,734
10452 Tapia Process Air Evaluation	\$500,000	\$601,433	\$27,561
10453 Tapia/Rancho Vulnerability Ass	\$0	\$50,000	\$0

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Job # - Description	Working Capital Requirement		YTD Expenditures
	per Budget	Current Estimate	
10457 Tapia Altrmtv Disinfectn Study	\$201,282	\$205,116	\$189,533
10459 Tapia CP1000,CP100,Scrn Roof	\$0	\$91,000	\$90,895
10462 Tapia: 20/24" Infilmt FrcMainUp	\$793,000	\$766,166	\$83,535
10463 Bldg 1 Tenant Improvements	\$143,620	\$143,620	\$3,525
10465 Rancho:Flare Contrl Safety Upg	\$0	\$17,028	\$14,906
10466 Agoura P/S VFD Installation	\$0	\$15,506	\$6,888
10469 Rancho Misc Equipmt-FY 10-11	\$0	(\$13,753)	\$9,982
10470 Tapia Misc Equipmt-FY 10-11	\$0	\$27,176	\$25,262
10473 BNR Ph III-Centrate SampleLine	\$0	(\$22,645)	\$0
10474 WoodlandHills Crnty Clb RW Ext	\$376,358	\$376,362	\$0
10476 5 MG Tank @ LV Reservoir	\$386,070	\$398,523	\$88,228
10481 Upper Oaks P/S Pump Repl.	\$0	\$104,773	\$187,720
10482 Board Rm Audio/Visual Improv.	\$0	(\$2,943)	\$0
10484 PRS @ Schueren & Pluma	\$165,000	\$185,154	\$85,557
10487 Construct 3rd Digester @Rancho	\$465,000	\$465,000	\$157,659
10488 Vehicle Repl Program-FY 11-12	\$110,000	\$110,000	\$99,038
10489 Rancho Digester Heating SysEvl	\$0	\$0	\$0
10490 Upgrade Radio System	\$96,000	\$96,000	\$0
10491 Groundwater Suplmtnt Study-PW	\$25,000	\$25,000	\$0
10492 Groundwater Suplmtnt Study-RW	\$25,000	\$25,000	\$0
10493 Tapia: Sludge Screening	\$385,000	\$385,000	\$241
10494 Malibu Bowl	\$65,000	\$65,000	\$8,476
10496 AMR Implementation - FY 11-12	\$1,200,000	\$1,200,000	\$1,083,755
10497 Westlake Misc Improv- FY 11-12	\$70,000	\$70,000	\$42,719
10498 Tapia Misc Equipment- FY 11-12	\$12,500	\$12,500	\$10,960
10499 Tapia Grit Cyclone ConveyorSys	\$75,000	\$75,000	\$0
10500 Tapia Rpl Primry Tnk SludgeValv	\$30,000	\$30,000	\$40,124

Job # - Description	Working Capital Requirement		YTD Expenditures
	per Budget	Current Estimate	
10501 Pump & Motor Repair - FY 11-12	\$40,000	\$40,000	\$33,340
10502 Rancho Misc Equipment- FY11-12	\$35,000	\$35,000	\$0
10503 LV-2 Control System Panel Rpl	\$20,000	\$20,000	\$7,591
10504 Westlake Misc Equipmt-FY 11-12	\$30,000	\$30,000	\$8,009
10505 Easements Geodatabase	\$70,540	\$70,540	\$0
10506 GIS Aerial Photos	\$50,000	\$50,000	\$0
10507 Long Valley Main Upgrade	\$350,000	\$350,000	\$21,555
Totals	\$1,018,792	\$1,018,792	\$6,910,049
Less: Triunfo Sanitation District's share of JPA Projects	\$1,141,538	\$1,141,538	\$263,740
Total Las Virgenes share: All Projects	\$14,877,254	\$15,256,976	\$6,646,309

Footnotes

- 1 Appropriate additional \$50,000, approved by Board of Directors, 9/6/2011, Item 5D.
- 2 Administrative project to track expenditures
- 3 Unanticipated costs related administration and installation of assets
- 4 Combine WO10451 & WO10495 to administer project
- 5 Appropriate additional \$25,000, approved by JPA Board of Directors, 10/3/2011, Item 7C.
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- 7 Combine WO10487 & WO10489 to administer project
- 8 Appropriate additional \$430,000, approved by JPA Board of Directors, 1/9/12, Item 5A.
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- 10 Appropriate \$350,000, approved by Board of Directors, 3/13/2012, Item 9D.

FR3Q11-13

ITEM 9D



April 24, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Finance & Administration

Subject: Preliminary Budget for Fiscal Year 2012-13

SUMMARY:

The preliminary LVMWD operating and capital budgets document for FY11-12 is included in the agenda packet and will be discussed with the Board at the meeting. Staff requests that the Board determine if the proposed work plan and supporting budget needs modification before the final proposed budget is presented at the Board meeting on June 12.

The preliminary budget for operating expense is \$44.6 million and for operating revenue is \$49.8 million. The preliminary budget for capital projects, including carryovers for projects in process, is \$13.4 million.

RECOMMENDATION(S):

No action is required at this time.

DISCUSSION:

Staff will be prepared to discuss the preliminary budget.

This preliminary operating budget contains no new programs and is essentially a rollover budget modified by the following:

- Price increases of potable water from MWD, with potable water rates increasing in January to pass-through the increase.
- No increases for potable water, recycled water and sanitation, other than the pass through rate increase for water purchased from MWD, are included because the rate study is still in process.
- Potable water sales are based on the trend in water sales during current year to reflect the increasing sales now that the water allocation process is over.

The capital project budget includes some major projects related to regulatory requirements. The budget assumes that any project in process will carryover any amount left in the appropriation after expenses unless the project has been closed. On going projects may also get further appropriations in the new budget.

Prepared By: Sandra Hicks, Director of Finance & Administration

ATTACHMENTS:

[FY 12/13 Preliminary Budget](#)

Preliminary Budget

FY 2012-13

April 24, 2012

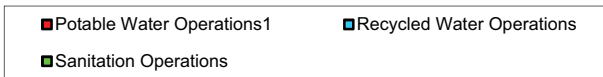
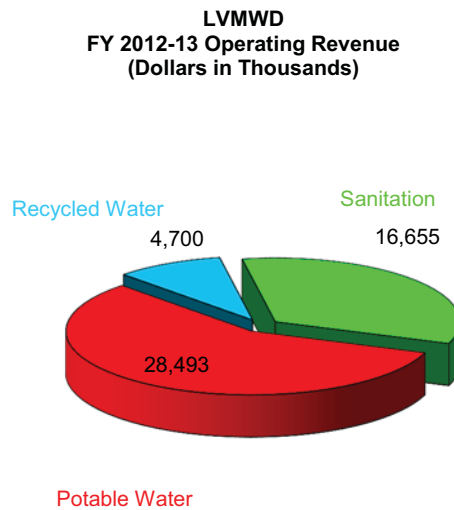
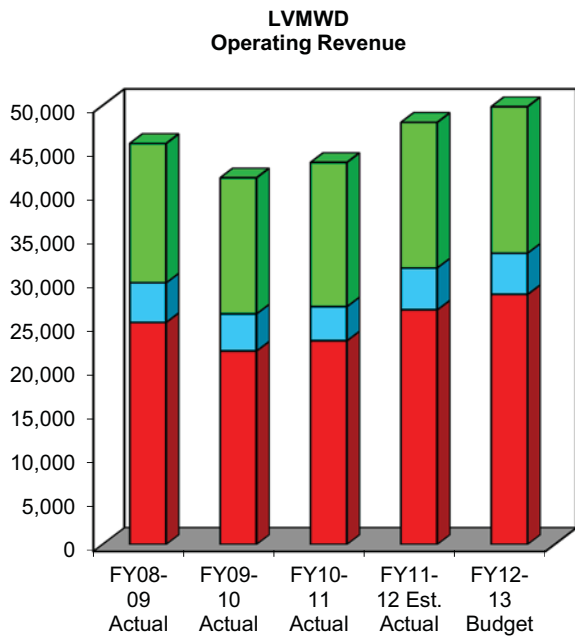


Las Virgenes Municipal Water District

**Las Virgenes Municipal Water District
Operating Revenue
(Dollars in Thousands)**

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Potable Water Operations¹	25,308	22,050	23,220	26,734	28,493
Recycled Water Operations	4,504	4,233	3,888	4,783	4,700
Sanitation Operations	15,847	15,473	16,402	16,544	16,655
Total Operating Revenue	45,659	41,756	43,510	48,061	49,848

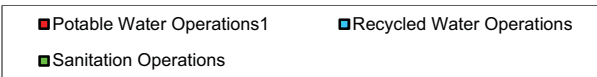
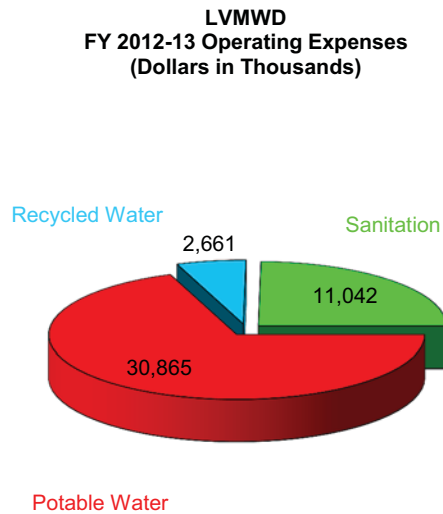
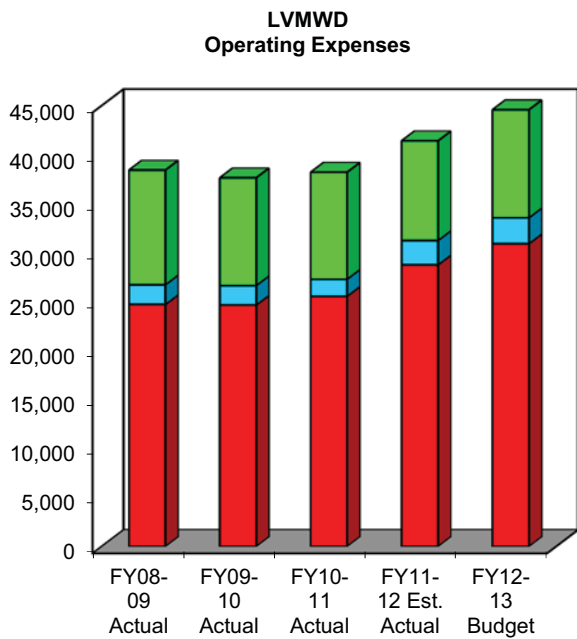
¹ includes Water Conservation Revenue



**Las Virgenes Municipal Water District
Operating Expenses
(Dollars in Thousands)**

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Potable Water Operations¹	24,648	24,591	25,487	28,702	30,865
Recycled Water Operations	2,026	2,000	1,750	2,493	2,661
Sanitation Operations	11,721	11,015	10,934	10,188	11,042
Total Operating Expenses	38,395	37,606	38,171	41,383	44,568

¹ includes Water Conservation Expenses



**Las Virgenes Municipal Water District
Summary of All Units**

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
OPERATING REVENUES						
4000 Water Sales	\$24,577,813	\$21,507,553	\$22,890,540	\$25,091,800	\$26,360,000	\$28,081,800
4155 Temporary Meter Fees	2,000	3,300	2,400	3,100	2,000	2,600
4160 Late Payment Fees	99,093	108,169	94,512	125,333	113,000	115,000
4170 Water Usage - Accidents	21,736	24,549	14,233	19,100	22,000	20,100
4175 PW Supplement to RW	508,100	290,600	55,100	150,000	67,700	100,000
4215 RW Sales - Calabasas	481,696	468,200	495,089	509,600	561,000	513,000
4220 RW Sales - LV Valley	214,170	213,327	169,727	216,320	183,000	189,000
4225 RW Sales - Calabasas MWD	1,566,997	1,343,964	1,331,555	1,537,120	1,406,000	1,361,000
4230 RW Sales - Western	2,222,259	2,202,257	1,886,501	2,230,800	2,083,000	2,057,000
4260 Sanitation Service Fees	15,572,932	15,205,148	16,154,976	16,432,000	16,284,000	16,395,000
4270 Consol Sewer District Fees	242,391	233,640	216,648	233,640	230,040	230,040
4400 MWD Conser Credit	33,806	760	0	0	0	44,000
4417 Prop 13 - Urban Runoff Reduction	(1,000)	0	0	0	0	0
4421 Prop 50 - IRWMP	0	29,640	64,350	0	50,000	11,000
4505 Other Income from Operations	116,154	124,970	134,843	678,100	698,814	727,624
TOTAL OPERATING REVENUES	\$45,658,147	\$41,756,077	\$43,510,474	\$47,226,913	\$48,060,554	\$49,847,164
SOURCE OF SUPPLY						
5000 Purchased Water - MWD	13,198,970	12,908,836	14,573,981	17,265,087	16,744,345	18,493,126
5054 Draw from Reservoir	892,703	808,260	430,815	866,719	895,609	910,055
5100 Purchased Water - JPA RWTR	992,244	1,237,285	1,213,215	1,965,482	1,940,576	1,984,387
5105 Purchased Water - Ventura Co.	197,734	148,665	199,756	188,125	188,125	197,531
5110 Purchased Water - Simi Dist. #8	48,849	43,839	54,945	56,545	56,545	59,372
5115 Purchased Water - Potable Suppl	404,300	223,600	55,100	150,000	67,700	100,000
5125 Water Supply - LVR Adjustment	194,653	131,331	36,081	90,000	90,000	90,000
Sub-total	\$15,929,453	\$15,501,816	\$16,563,893	\$20,581,958	\$19,982,900	\$21,834,471
PURCHASED SERVICES						
5735 Share of JPA Net Expenses	9,279,379	8,764,034	9,145,332	9,760,624	8,515,967	9,274,030
5740 City of Los Angeles	404,940	548,633	195,085	382,150	195,059	335,400
Sub-total	\$9,684,319	\$9,312,667	\$9,340,417	\$10,142,774	\$8,711,026	\$9,609,430
OPERATING EXPENSES						
5400 Labor	1,253,922	1,241,988	1,379,744	1,215,723	1,248,523	1,411,943
5405.1 Energy	1,097,246	919,948	873,736	933,000	920,666	930,800
5405.2 Telephone	61,405	66,996	70,840	72,850	67,940	71,700
5405.3 Gas	94,458	48,559	59,854	75,000	76,850	80,000
5405.4 Water	9,712	6,728	8,373	9,250	9,375	8,850
5410 Supplies/Material	118,390	141,141	142,526	151,000	125,500	151,000
5410.2 Chlorine	0	0	0	0	0	0
5410.10 Hypochlorite	18,596	9,035	6,069	15,000	12,000	15,000
5410.12 Septum	31,781	29,517	44,031	45,000	45,000	25,000
5415 Outside Services	86,973	60,403	87,357	88,250	82,400	110,700
5417 Odor Control	4,640	6,904	2,269	7,000	2,439	5,000
5420 Permits and Fees	43,772	60,672	70,338	62,450	72,054	69,200
5425 Consulting Services	14,583	6,543	4,494	30,000	5,000	20,000
5430 Capital Outlay	0	0	0	0	0	0
Sub-total	\$2,835,478	\$2,598,434	\$2,749,631	\$2,704,523	\$2,667,747	\$2,899,193
MAINTENANCE EXPENSES						
5500 Labor	907,678	951,724	872,480	919,430	1,035,620	927,981
5510 Supplies/Material	162,992	159,403	166,559	149,750	159,842	155,300
5515 Outside Services	186,874	202,187	188,142	181,000	187,900	160,100
5518 Building Maintenance	19,496	11,994	10,581	15,000	15,000	15,000
5520 Permits and Fees	11,063	9,452	11,801	14,000	19,000	20,000
5525 Consulting Services	0	3,000	0	0	0	0
5530 Capital Outlay	8,416	79,568	55,543	90,000	25,300	79,600
Sub-total	\$1,296,519	\$1,417,328	\$1,305,106	\$1,369,180	\$1,442,662	\$1,357,981

ITEM 9E

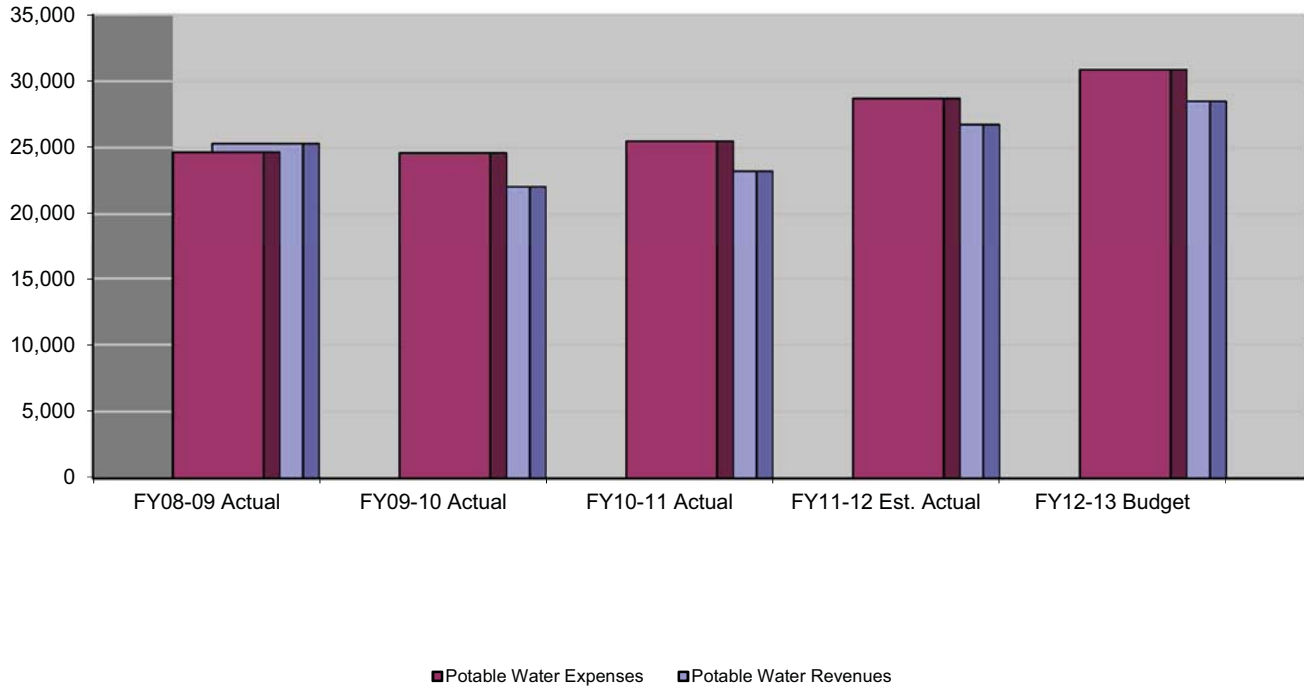
**Las Virgenes Municipal Water District
Summary of All Units**

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
INVENTORY EXPENSE						
5536 Inventory Adjustment	(163)	0	61	0	0	0
SPECIALTY EXPENSES						
5700 SCADA Services	135,307	92,578	93,372	125,480	117,480	143,427
5710.2 Technical Services	37,032	40,129	65,849	19,464	59,980	41,146
5715.2 Other Lab Services	25,892	17,229	13,734	45,500	11,730	14,800
5715.3 Tapia Lab Sampling	55,269	52,648	52,697	58,088	64,644	60,105
5725 Gen Supplies/Small Tools	26,974	29,706	35,595	30,000	29,820	30,000
7202 Allocated Lab Expense	176,327	178,522	195,842	199,667	197,244	201,092
Sub-total	\$456,801	\$410,812	\$457,089	\$478,199	\$480,898	\$490,570
PUBLIC INFORMATION						
6602 School Education Program	59,964	70,535	65,652	148,496	149,876	149,605
6604 Public Education Program	138,172	138,593	70,414	83,573	69,758	100,193
6606 Community Group Outreach	30,383	18,914	6,104	48,308	20,218	44,918
6608 Intergovernmental Coordination	5,647	2,637	5,426	26,697	5,065	14,954
Sub-total	\$234,166	\$230,679	\$147,596	\$307,074	\$244,917	\$309,670
FIELD CONSERVATION						
6629 Customer Water Budgets	2,651	0	0	0	0	0
6634 Weather Stations	3,353	0	0	0	0	0
6639 Turf Removal Program	0	0	0	0	0	60,092
6661 Surveys	50,796	0	0	0	0	0
6704 ULFT Rebates	18,993	1,380	250	40,000	0	0
6706 Rotating Sprinkler Nozzle	1,853	522	0	0	0	0
6708 MWD Clothes Washer	41,972	20,323	67,816	0	0	0
6709 ET Irrigation Controller	1,899	266	0	0	0	0
Sub-total	\$121,517	\$22,491	\$68,066	\$40,000	\$0	\$60,092
COMMUNITY CONSERVATION EDUCATION						
6741 Demonstration Garden	0	0	0	0	0	0
6742 Demonstration Garden Grant	0	0	1,000	49,288	0	15,395
6748 Professional Landscape & Irr Wkshp	0	10,061	3,485	8,221	0	4,000
6749 Residential Customer Training	19,568	49,754	34,153	60,663	44,925	46,218
Sub-total	\$19,568	\$59,815	\$38,638	\$118,172	\$44,925	\$65,613
RESOURCE CONSERVATION						
6785 Watershed Programs	0	18	0	20,343	15,331	20,023
6790 Back Flow Protection	84,242	76,986	78,680	65,811	45,696	53,530
Sub-total	\$84,242	\$77,004	\$78,680	\$86,154	\$61,027	\$73,553
ADMINISTRATIVE EXPENSES						
6260 Rental Charge - Facility Repl	345,321	326,704	288,124	288,802	262,739	287,157
7135 General Insurance	79,060	0	0	0	0	0
7135.1 Property Insurance	0	24,613	24,586	25,400	24,586	25,400
7135.4 Earthquake Insurance	0	51,064	49,115	49,600	49,115	49,600
7145 Claims Paid	5,795	82,110	5,089	0	0	0
7155 Other Expense	18,280	15,029	14,141	0	0	0
7203 Allocated Building Maint	98,825	80,441	87,384	87,329	99,240	105,892
7205 Allocated Legal	285,970	474,058	102,732	200,000	100,000	100,000
7209 Allocated Rental Property Exp	(29,826)	(17,296)	(11,734)	0	0	0
7225 Allocated Support Services	2,139,977	1,883,810	1,920,564	2,020,768	2,048,106	2,116,312
7226 Allocated Operations Services	4,788,948	5,055,722	4,941,864	5,270,080	5,163,559	5,184,410
Sub-total	\$7,732,350	\$7,976,255	\$7,421,865	\$7,941,979	\$7,747,345	\$7,868,771
TOTAL OPERATING EXPENSES	\$38,394,250	\$37,607,301	\$38,171,042	\$43,770,013	\$41,383,447	\$44,569,344
NET OPERATING INCOME (LOSS)	\$7,263,897	\$4,148,776	\$5,339,432	\$3,456,900	\$6,677,107	\$5,277,820

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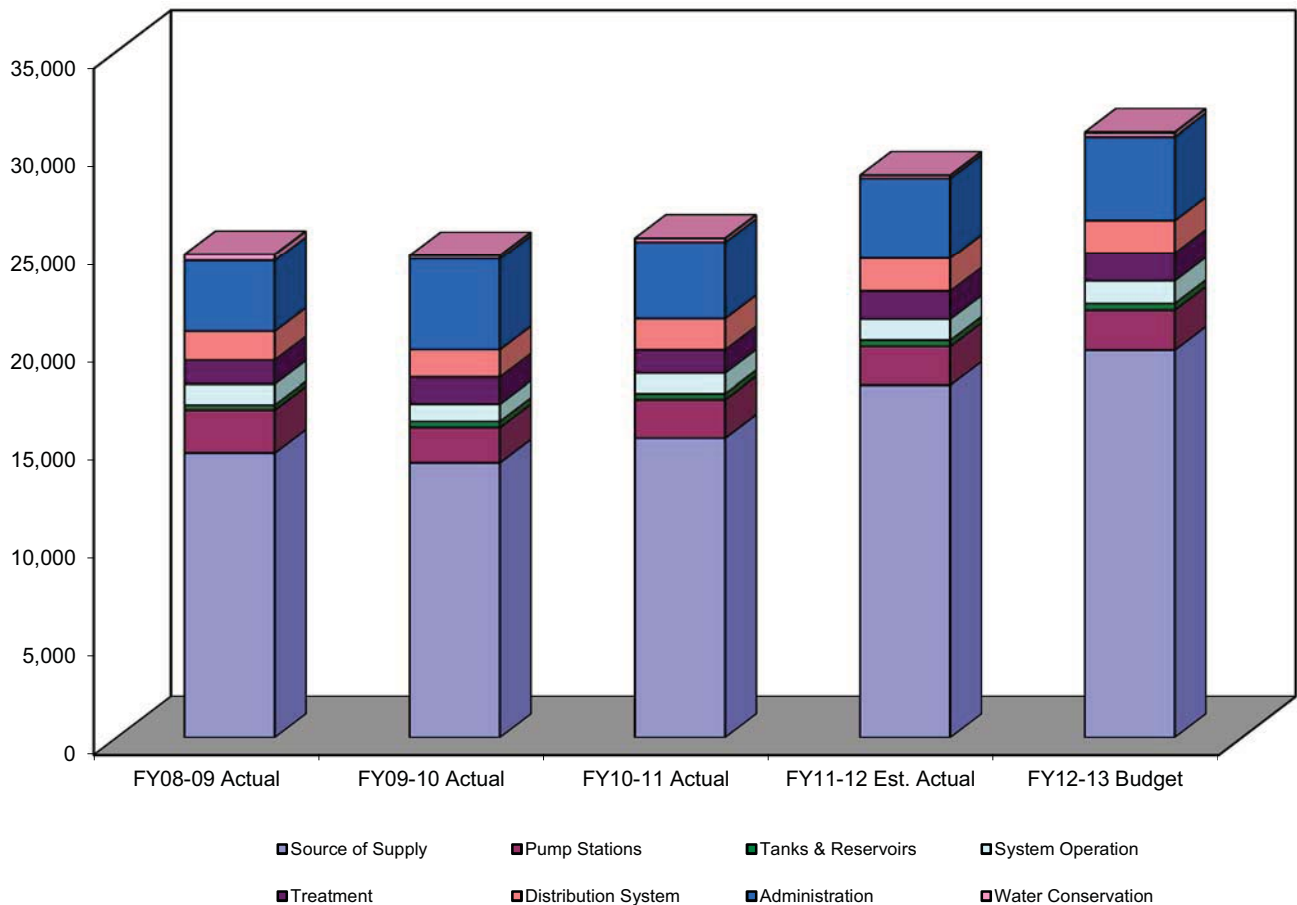
Las Virgenes Municipal Water District
Potable Water Operations Summary
(Dollars in Thousands)

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Potable Water Revenues	25,308	22,050	23,220	26,734	28,493
Potable Water Expenses	24,648	24,591	25,487	28,702	30,865
Net Operating Income	660	(2,541)	(2,267)	(1,968)	(2,372)



**Las Virgenes Municipal Water District
Potable Water Operating Expense Summary**
(Dollars in Thousands)

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Source of Supply	14,533	14,041	15,296	17,975	19,750
Pump Stations	2,180	1,791	1,946	1,966	2,036
Tanks & Reservoirs	257	315	300	312	338
System Operation	1,065	877	1,050	1,086	1,170
Treatment	1,219	1,361	1,174	1,426	1,423
Distribution System	1,465	1,396	1,594	1,689	1,672
Administration	3,618	4,644	3,920	4,091	4,257
	24,337	24,425	25,280	28,545	30,646
Water Conservation	311	166	207	157	219
Total Potable Water	24,648	24,591	25,487	28,702	30,865



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**Las Virgenes Municipal Water District
Potable Water Summary**

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
OPERATING REVENUES						
4000 Water Sales	\$24,577,950	\$21,507,503	\$22,890,540	\$25,090,000	\$26,360,000	\$28,080,000
4155 Temporary Meter Fees	2,000	3,300	2,400	3,000	2,000	2,500
4160 Late Payment Fees	61,882	70,397	59,313	75,000	75,000	75,000
4170 Water Usage - Accidents	21,736	24,549	14,233	19,000	22,000	20,000
4175 PW Supplement to RW	508,100	290,600	55,100	150,000	67,700	100,000
4400 MWD Conser Credit	33,806	760	0	0	0	44,000
4417 Prop 13 - Urban Runoff Reduction	(1,000)	0	0	0	0	0
4421 Prop 50 - IRWMP	0	29,640	64,350	0	50,000	11,000
4505 Other Income from Operations	103,631	122,920	133,782	148,600	157,000	160,000
TOTAL OPERATING REVENUES	\$25,308,105	\$22,049,669	\$23,219,718	\$25,485,600	\$26,733,700	\$28,492,500
SOURCE OF SUPPLY						
5000 Purchased Water - MWD	13,198,970	12,908,836	14,573,981	17,265,087	16,744,345	18,493,126
5054 Draw from Reservoir	892,703	808,260	430,815	866,719	895,609	910,055
5105 Purchased Water - Ventura Co.	197,734	148,665	199,756	188,125	188,125	197,531
5110 Purchased Water - Simi Dist. #8	48,849	43,839	54,945	56,545	56,545	59,372
5125 Water Supply - LVR Adjustment	194,653	131,331	36,081	90,000	90,000	90,000
Sub-total	\$14,532,909	\$14,040,931	\$15,295,578	\$18,466,476	\$17,974,624	\$19,750,084
OPERATING EXPENSES						
5400 Labor	1,059,926	1,087,627	1,233,607	1,018,238	1,114,466	1,224,588
5405.1 Energy	978,737	811,649	767,795	813,000	810,800	818,300
5405.2 Telephone	44,861	48,507	51,604	52,850	49,075	52,200
5405.3 Gas	94,458	48,559	59,854	75,000	76,850	80,000
5405.4 Water	8,371	6,075	7,872	8,500	8,800	8,200
5410 Supplies/Material	118,390	140,981	142,526	151,000	125,500	151,000
5410.2 Chlorine	0	0	0	0	0	0
5410.10 Hypochlorite	18,596	9,035	6,069	15,000	12,000	15,000
5410.12 Septum	31,781	29,517	44,031	45,000	45,000	25,000
5415 Outside Services	65,798	60,403	87,357	88,250	82,400	110,700
5420 Permits and Fees	38,713	54,669	63,464	55,950	55,900	61,700
5425 Consulting Services	14,583	6,543	4,494	30,000	5,000	20,000
5430 Capital Outlay	0	0	0	0	0	0
Sub-total	\$2,474,214	\$2,303,565	\$2,468,673	\$2,352,788	\$2,385,791	\$2,566,688
MAINTENANCE EXPENSES						
5500 Labor	790,435	770,827	746,651	800,015	951,373	838,142
5510 Supplies/Material	132,937	121,691	136,689	118,750	134,700	124,600
5515 Outside Services	167,600	162,615	153,878	146,000	168,900	139,100
5518 Building Maintenance	19,496	11,994	10,581	15,000	15,000	15,000
5520 Permits and Fees	11,063	9,452	11,801	14,000	19,000	20,000
5530 Capital Outlay	8,416	79,568	55,543	50,000	15,000	49,600
Sub-total	\$1,129,947	\$1,156,147	\$1,115,143	\$1,143,765	\$1,303,973	\$1,186,442
INVENTORY EXPENSE						
5536 Inventory Adjustment	(163)	0	61	0	0	0
SPECIALTY EXPENSES						
5700 SCADA Services	135,020	91,543	92,328	119,411	111,411	137,361
5710.2 Technical Services	37,032	36,973	65,849	19,464	57,474	41,146
5715.2 Other Lab Services	25,892	17,229	13,734	45,500	11,730	14,800
5715.3 Tapia Lab Sampling	55,269	52,648	52,697	58,088	64,644	60,105
5725 Gen Supplies/Small Tools	26,974	29,706	35,595	30,000	29,820	30,000
7202 Allocated Lab Expense	176,327	178,522	195,842	199,667	197,244	201,092
Sub-total	\$456,514	\$406,621	\$456,045	\$472,130	\$472,323	\$484,504

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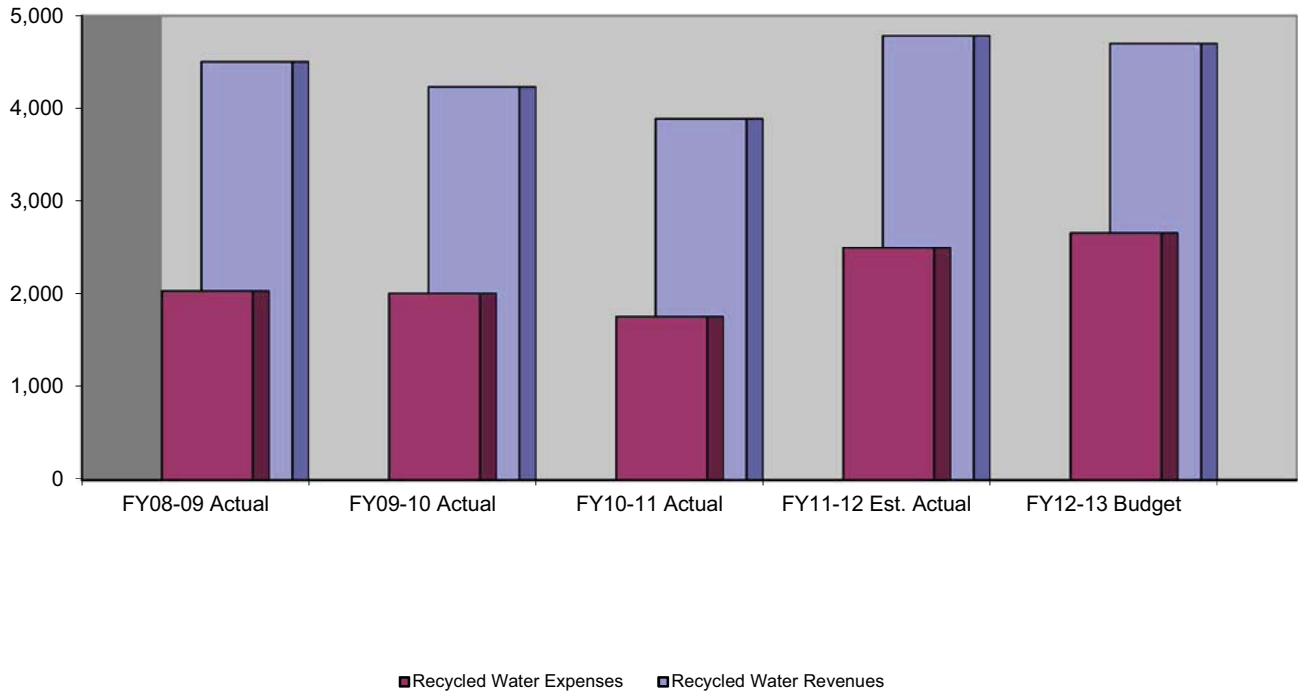
**Las Virgenes Municipal Water District
Potable Water Summary**

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
PUBLIC INFORMATION						
6602 School Education Program	59,964	70,535	65,652	148,496	149,876	149,605
6604 Public Education Program	138,172	138,593	70,414	83,573	69,758	100,193
6606 Community Group Outreach	30,383	18,914	6,104	48,308	20,218	44,918
6608 Intergovernmental Coordination	5,647	2,637	5,426	26,697	5,065	14,954
Sub-total	\$234,166	\$230,679	\$147,596	\$307,074	\$244,917	\$309,670
FIELD CONSERVATION						
6629 Customer Water Budgets	2,651	0	0	0	0	0
6634 Weather Stations	3,353	0	0	0	0	0
6639 Turf Removal Program	0	0	0	0	0	60,092
6661 Surveys	50,796	0	0	0	0	0
6681 Brochures	0	0	0	0	0	0
6704 ULFT Rebates	18,993	1,380	250	40,000	0	0
6706 Rotating Sprinkler Nozzle	1,853	522	0	0	0	0
6708 MWD Clothes Washer	41,972	20,323	67,816	0	0	0
6709 ET Irrigation Controller	1,899	266	0	0	0	0
Sub-total	\$121,517	\$22,491	\$68,066	\$40,000	\$0	\$60,092
COMMUNITY CONSERVATION EDUCATION						
6741 Demonstration Garden	0	0	0	0	0	0
6742 Demonstration Garden Grant	0	0	1,000	49,288	0	15,395
6748 Professional Landscape & Irr Wkshp	0	10,061	3,485	8,221	0	4,000
6749 Residential Customer Training	19,568	49,754	34,153	60,663	44,925	46,218
Sub-total	\$19,568	\$59,815	\$38,638	\$118,172	\$44,925	\$65,613
RESOURCE CONSERVATION						
6785 Watershed Programs	0	18	0	20,343	15,331	20,023
6790 Back Flow Protection	57,862	58,486	70,085	44,214	39,141	45,883
Sub-total	\$57,862	\$58,504	\$70,085	\$64,557	\$54,472	\$65,906
ADMINISTRATIVE EXPENSES						
6260 Rental Charge - Facility Repl	270,759	271,199	238,932	239,621	218,527	244,570
7135 General Insurance	79,060	0	0	0	0	0
7135.1 Property Insurance	0	24,613	24,586	25,400	24,586	25,400
7135.4 Earthquake Insurance	0	51,064	49,115	49,600	49,115	49,600
7145 Claims Paid	695	82,110	5,089	0	0	0
7155 Other Expense	18,280	15,029	14,141	0	0	0
7203 Allocated Building Maint	98,825	80,441	87,384	87,329	99,240	105,892
7205 Allocated Legal	285,970	474,058	102,732	200,000	100,000	100,000
7209 Allocated Rental Property Exp	(29,826)	(17,296)	(11,734)	0	0	0
7225 Allocated Support Services	1,699,426	1,481,855	1,538,843	1,601,984	1,620,246	1,698,931
7226 Allocated Operations Services	3,198,089	3,849,609	3,778,372	4,268,809	4,109,291	4,152,673
Sub-total	\$5,621,278	\$6,312,682	\$5,827,460	\$6,472,743	\$6,221,005	\$6,377,066
TOTAL OPERATING EXPENSES	\$24,647,812	\$24,591,435	\$25,487,345	\$29,437,705	\$28,702,030	\$30,866,065
NET OPERATING INCOME (LOSS)	\$660,293	(\$2,541,766)	(\$2,267,627)	(\$3,952,105)	(\$1,968,330)	(\$2,373,565)

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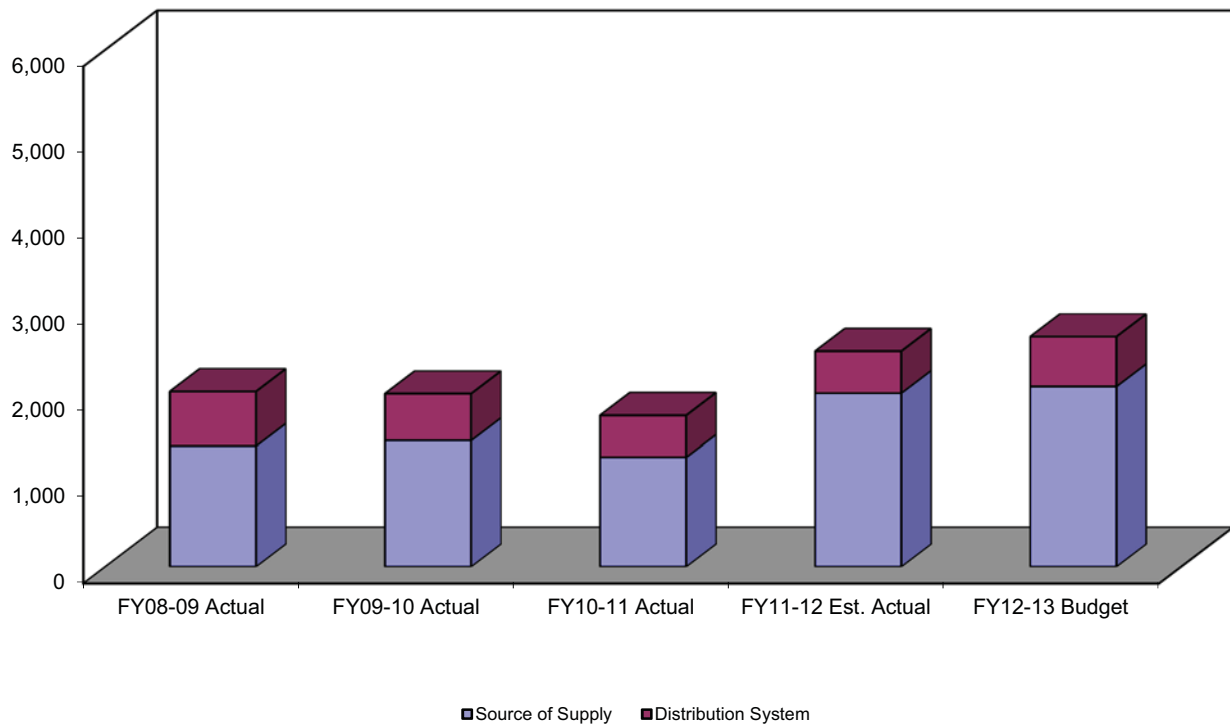
**Las Virgenes Municipal Water District
Recycled Water Operations Summary**
(Dollars in Thousands)

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Recycled Water Revenues	4,504	4,233	3,888	4,783	4,700
Recycled Water Expenses	2,026	2,000	1,750	2,493	2,661
Net Operating Income	2,478	2,233	2,138	2,290	2,039



**Las Virgenes Municipal Water District
Recycled Water Operating Expense Summary**
(Dollars in Thousands)

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Source of Supply	1,397	1,461	1,268	2,007	2,084
Distribution System	629	539	482	486	577
Total Recycled Water	2,026	2,000	1,750	2,493	2,661



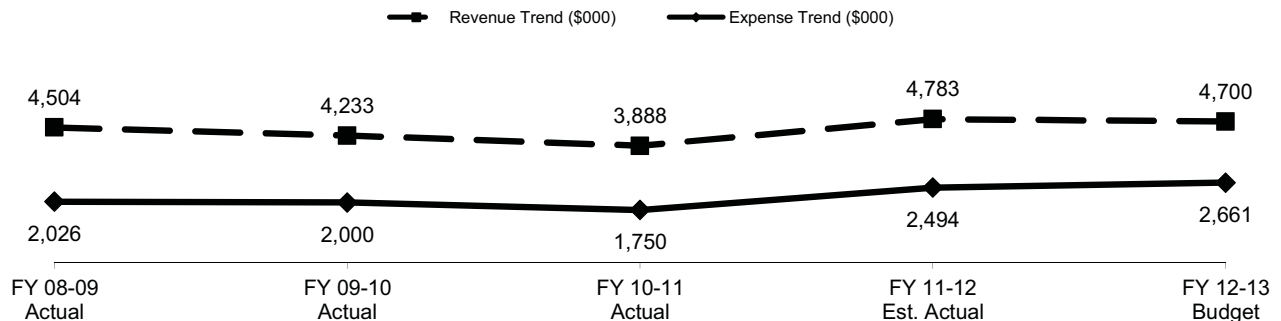
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**Las Virgenes Municipal Water District
Recycled Water
Operations - 102000/102100**

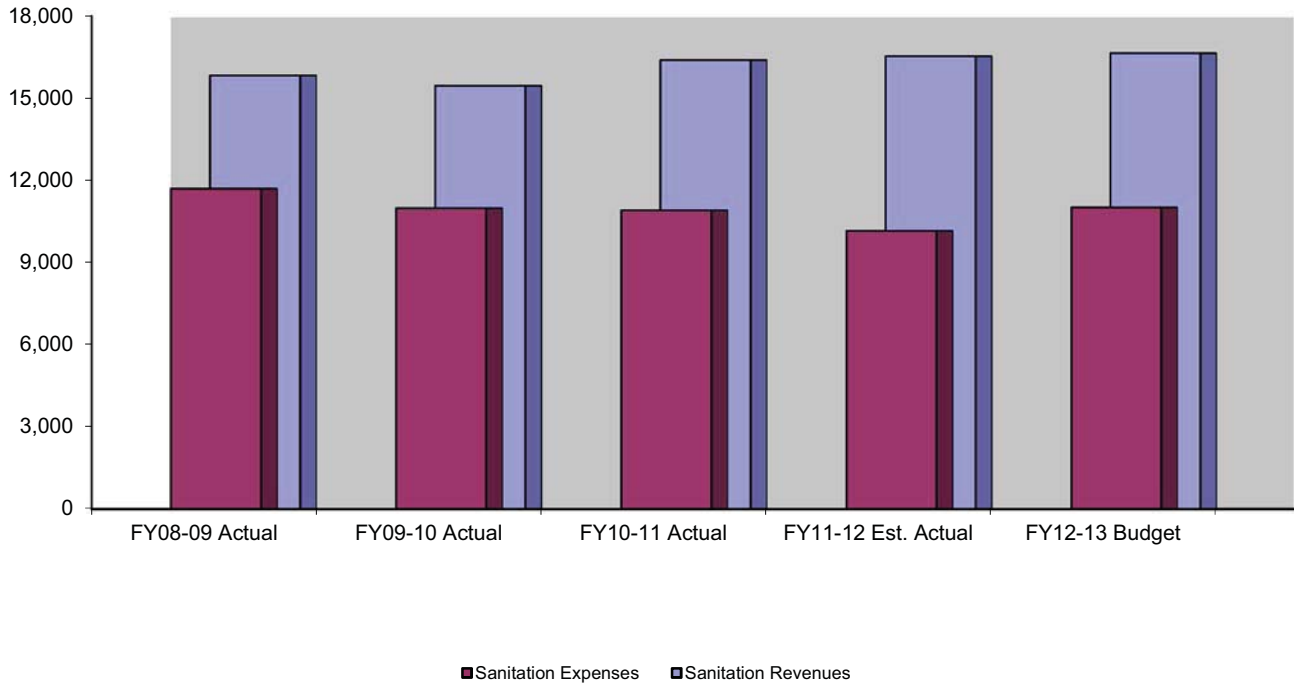
	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
OPERATING REVENUES						
4050 Temporary Meter Charge	(\$137)	\$50	\$0	\$1,800	\$0	\$1,800
4155 Temporary Meter Installation Fees	0	0	0	100	0	100
4160 Late Payment Fees	5,589	3,323	4,440	10,333	8,000	10,000
4170 Water Usage - Accidents	0	0	0	100	0	100
4215 RW Sales - Calabasas	481,696	468,200	495,089	509,600	561,000	513,000
4220 RW Sales - LV Valley	214,170	213,327	169,727	216,320	183,000	189,000
4225 RW Sales - Calabasas MWD	1,566,997	1,343,964	1,331,555	1,537,120	1,406,000	1,361,000
4230 RW Sales - Western	2,222,259	2,202,257	1,886,501	2,230,800	2,083,000	2,057,000
4505 Other Income from Operations	12,941	2,000	961	529,500	541,814	567,624
TOTAL OPERATING REVENUES	\$4,503,515	\$4,233,121	\$3,888,273	\$5,035,673	\$4,782,814	\$4,699,624
SOURCE OF SUPPLY						
5100 Purchased Water - JPA RWTR	992,244	1,237,285	1,213,215	1,965,482	1,940,576	1,984,387
5115 Purchased Water - Potable Suppl	404,300	223,600	55,100	150,000	67,700	100,000
Sub-total	\$1,396,544	\$1,460,885	\$1,268,315	\$2,115,482	\$2,008,276	\$2,084,387
OPERATING EXPENSES						
5400 Labor	160,472	118,790	112,206	162,914	102,082	155,025
5405.1 Energy	9,658	7,779	7,705	10,000	8,400	10,000
5410 Supplies/Material	0	160	0	0	0	0
5415 Outside Services	21,175	0	0	0	0	0
5420 Permits and Fees	0	1,796	0	2,000	11,200	2,000
Sub-total	\$191,305	\$128,525	\$119,911	\$174,914	\$121,682	\$167,025
MAINTENANCE EXPENSES						
5500 Labor	7,433	15,415	2,861	5,837	1,980	4,956
5510 Supplies/Material	347	1,027	261	1,000	142	700
5515 Outside Services	0	0	0	0	0	0
5530 Capital Outlay	0	0	0	0	0	0
Sub-total	\$7,780	\$16,442	\$3,122	\$6,837	\$2,122	\$5,656
RESOURCE CONSERVATION						
6790 Back Flow Protection	26,380	18,500	8,595	21,597	6,555	7,647
Sub-total	\$26,380	\$18,500	\$8,595	\$21,597	\$6,555	\$7,647
ADMINISTRATIVE EXPENSES						
6260 Rental Charge - Facility Repl	38,887	23,724	17,498	17,686	16,790	16,392
7145 Claims Paid	5,100	0	0	0	0	0
7225 Allocated Support Services	99,550	94,200	80,635	78,673	78,326	120,899
7226 Allocated Operations Services	260,110	258,174	251,788	262,951	260,585	258,975
Sub-total	\$403,647	\$376,098	\$349,921	\$359,310	\$355,701	\$396,266
TOTAL OPERATING EXPENSES	\$2,025,656	\$2,000,450	\$1,749,864	\$2,678,140	\$2,494,336	\$2,660,981
NET OPERATING INCOME (LOSS)	\$2,477,859	\$2,232,671	\$2,138,409	\$2,357,533	\$2,288,478	\$2,038,643



ITEM 9E

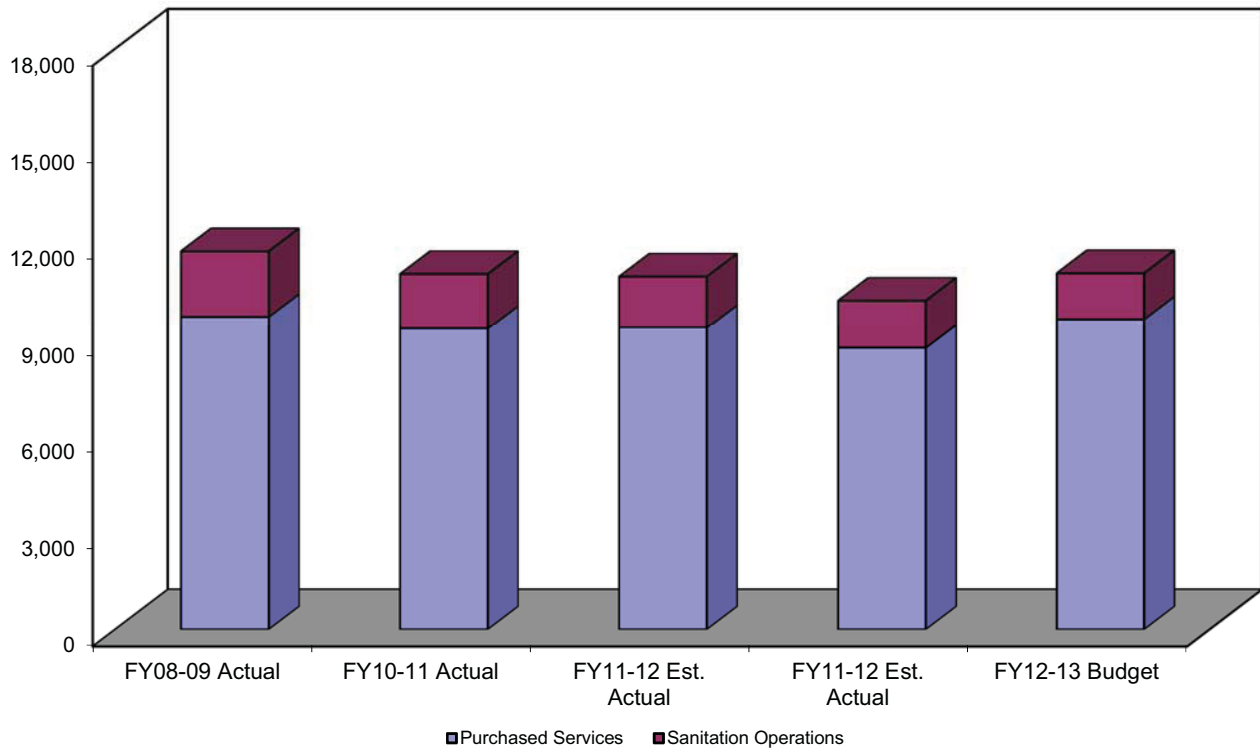
**Las Virgenes Municipal Water District
Sanitation Operations Summary**
(Dollars in Thousands)

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Sanitation Revenues	15,847	15,473	16,402	16,544	16,655
Sanitation Expenses	11,721	11,015	10,934	10,188	11,042
Net Operating Income	4,126	4,458	5,468	6,356	5,613



**Las Virgenes Municipal Water District
Sanitation Operating Expense Summary**
(Dollars in Thousands)

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Purchased Services	9,684	9,313	9,340	8,711	9,609
Sanitation Operations	2,037	1,702	1,594	1,477	1,433
Total Sanitation	11,721	11,015	10,934	10,188	11,042



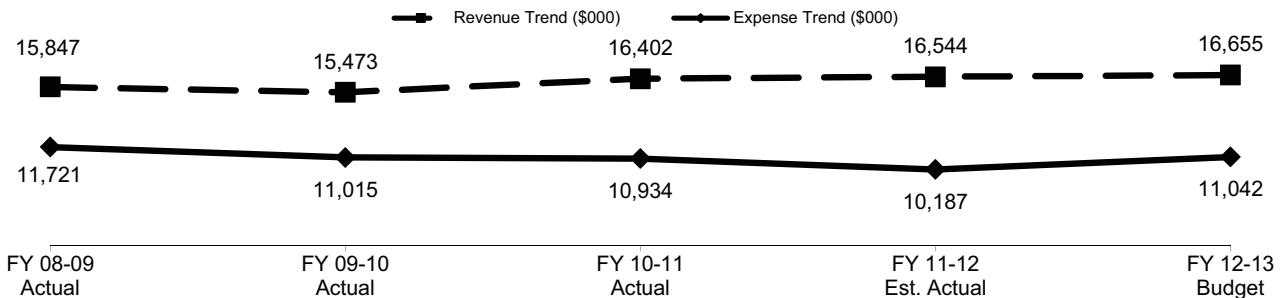
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Las Virgenes Municipal Water District
Sanitation
Operations - 130000/130100

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
OPERATING REVENUES						
4160 Late Payment Fees	\$31,622	\$34,449	\$30,759	\$40,000	\$30,000	\$30,000
4260 Sanitation Service Fees	15,572,932	15,205,148	16,154,976	16,432,000	16,284,000	16,395,000
4265 Coring Fees	0	0	0	0	0	0
4270 Consol Sewer District Fees	242,391	233,640	216,648	233,640	230,040	230,040
4505 Other Income from Operations	(418)	50	100	0	0	0
TOTAL OPERATING REVENUES	\$15,846,527	\$15,473,287	\$16,402,483	\$16,705,640	\$16,544,040	\$16,655,040
PURCHASED SERVICES						
5735 Share of JPA Net Expenses	9,279,379	8,764,034	9,145,332	9,760,624	8,515,967	9,274,030
5740 City of Los Angeles	404,940	548,633	195,085	382,150	195,059	335,400
Sub-total	\$9,684,319	\$9,312,667	\$9,340,417	\$10,142,774	\$8,711,026	\$9,609,430
OPERATING EXPENSES						
5400 Labor	33,524	35,571	33,931	34,571	31,975	32,330
5405.1 Energy	108,851	100,520	98,236	110,000	101,466	102,500
5405.2 Telephone	16,544	18,489	19,236	20,000	18,865	19,500
5405.4 Water	1,341	653	501	750	575	650
5417 Odor Control	4,640	6,904	2,269	7,000	2,439	5,000
5420 Permits and Fees	5,059	4,207	6,874	4,500	4,954	5,500
5425 Consulting Services	0	0	0	0	0	0
5430 Capital Outlay	0	0	0	0	0	0
Sub-total	\$169,959	\$166,344	\$161,047	\$176,821	\$160,274	\$165,480
MAINTENANCE EXPENSES						
5500 Labor	109,810	165,482	122,968	113,578	82,267	84,883
5510 Supplies/Material	29,708	36,685	29,609	30,000	25,000	30,000
5515 Outside Services	19,274	39,572	34,264	35,000	19,000	21,000
5520 Permits and Fees	0	0	0	0	0	0
5525 Consulting Services	0	3,000	0	0	0	0
5530 Capital Outlay	0	0	0	40,000	10,300	30,000
Sub-total	\$158,792	\$244,739	\$186,841	\$218,578	\$136,567	\$165,883
SPECIALTY EXPENSES						
5700 SCADA Services	287	1,035	1,044	6,069	6,069	6,066
5710.2 Tech Services	0	3,156	0	0	2,506	0
Sub-total	\$287	\$4,191	\$1,044	\$6,069	\$8,575	\$6,066
ADMINISTRATIVE EXPENSES						
6260 Rental Charge - Facility Repl	35,675	31,781	31,694	31,495	27,422	26,195
7225 Allocated Support Services	341,001	307,755	301,086	340,111	349,534	296,482
7226 Allocated Operations Services	1,330,749	947,939	911,704	738,320	793,683	772,762
Sub-total	\$1,707,425	\$1,287,475	\$1,244,484	\$1,109,926	\$1,170,639	\$1,095,439
TOTAL OPERATING EXPENSES	\$11,720,782	\$11,015,416	\$10,933,833	\$11,654,168	\$10,187,081	\$11,042,298
NET OPERATING INCOME (LOSS)	\$4,125,745	\$4,457,871	\$5,468,650	\$5,051,472	\$6,356,959	\$5,612,742



ITEM 9E

DISTRICT STAFFING PLAN

FY 2012-13

Business Unit	DIVISION Dept/Section	2008-09 Auth Positions	2009-10 Auth Positions	2010-11 Auth Positions	2011-12 Auth Positions	Filled as 4/15/2012	Proposed Changes 2012-13	2012-13 Proposed Positions
	BOARD & GENERAL MANAGER							
701121	Administration	2.0	2.0	2.0	2.0	2.0	-	2.0
TOTAL GENERAL MANAGER		2.0	2.0	2.0	2.0	2.0	-	2.0

Business Unit	DIVISION Dept/Section	2008-09 Auth Positions	2009-10 Auth Positions	2010-11 Auth Positions	2011-12 Auth Positions	Filled as 4/15/2012	Proposed Changes 2012-13	2012-13 Proposed Positions
	RESOURCE CONSERVATION & PUBLIC OUTREACH							
701210	Administration	3.0	2.0	2.0	2.0	2.0	-	2.0
701220	Customer Service-Administration	-	1.0	1.0	1.0	1.0	-	1.0
701221	Customer Service Operations	14.0	15.0	15.0	15.0	13.0	-	15.0
701226	Customer Service Programs	-	2.0	2.0	3.0	3.0	-	3.0
701223	Resource/Watershed Conservation	6.0	3.0	3.0	3.0	3.0	-	3.0
701230	Public Information	2.0	3.0	3.0	3.0	3.0	-	3.0
701240	GIS and New Customer Service	7.5	5.0	5.0	-	-	-	-
TOTAL RESOURCE CONSERVATION & PUBLIC OUTREACH		32.5	31.0	31.0	27.0	25.0	-	27.0

Business Unit	DIVISION Dept/Section	2008-09 Auth Positions	2009-10 Auth Positions	2010-11 Auth Positions	2011-12 Auth Positions	Filled as 4/15/2012	Proposed Changes 2012-13	2012-13 Proposed Positions
	FACILITIES & OPERATIONS							
701310	Administration	3.0	3.0	3.0	2.0	2.0	-	2.0
701320	Facilities Maintenance-Admin	1.5	1.5	1.2	1.2	1.2	-	1.2
701326	Electrical/Instrumentation-Maint	-	8.0	8.0	8.0	6.0	(2.0)	6.0
701321	Facilities Maintenance-Maint	14.0	7.0	7.0	7.0	8.0	1.0	8.0
701325	Facilities Maintenance-Fleet	1.0	1.0	1.0	1.0	1.0	-	1.0
701330	Water Division-Admin	1.0	1.5	0.8	0.8	0.8	-	0.8
701331	Water Treatment & Production	12.0	12.0	12.0	11.0	11.0	-	11.0
701322	Construction	8.0	8.0	8.0	7.0	6.0	-	7.0
701340	Reclamation Division-Admin	2.5	3.0	3.0	3.0	3.0	-	3.0
701341	Reclamation Division-Lab	6.0	6.0	6.0	6.0	6.0	-	6.0
701342	Reclamation Division-Treatment	9.0	9.0	9.0	9.0	9.0	-	9.0
701343	Reclamation Division-Composting	7.0	7.0	7.0	6.0	6.0	-	6.0
701350	Technical Services Division	8.5	9.0	9.0	9.0	8.0	(1.0)	8.0
TOTAL FACILITIES & OPERATIONS		73.5	76.0	75.0	71.0	68.0	(2.0)	69.0

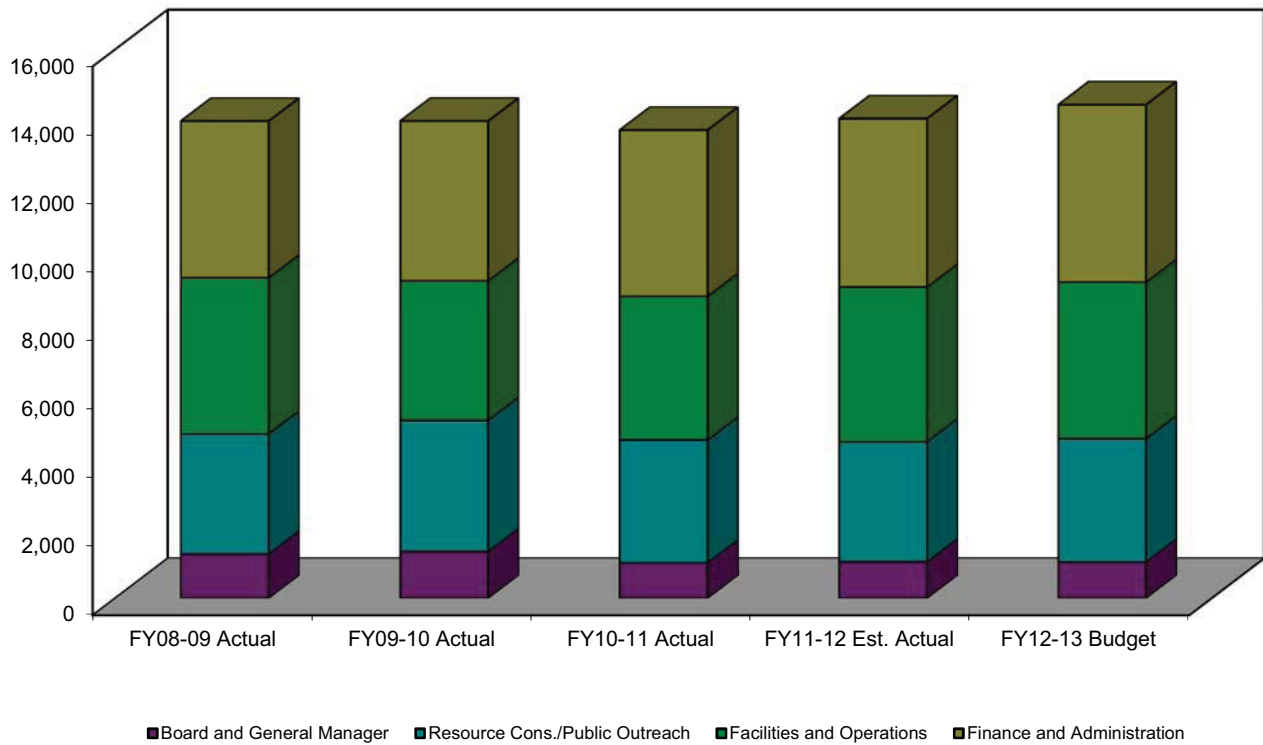
Business Unit	DIVISION Dept/Section	2008-09 Auth Positions	2009-10 Auth Positions	2010-11 Auth Positions	2011-12 Auth Positions	Filled as 4/15/2012	Proposed Changes 2012-13	2012-13 Proposed Positions
	FINANCE & ADMINISTRATION							
701410	Administration	2.0	2.0	2.0	2.0	2.0	-	2.0
701420	Information Systems	5.0	5.0	5.0	6.0	6.0	-	6.0
701430	Human Resources/Risk Mgmt	2.0	2.0	2.0	2.0	1.0	-	2.0
701440	Accounting	10.0	10.0	10.0	9.0	9.0	-	9.0
TOTAL FINANCE & ADMINISTRATION		19.0	19.0	19.0	19.0	18.0	-	19.0

TOTAL AGENCY STAFF POSITIONS		127.0	128.0	127.0	119.0	113.0	(2.0)	117.0
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ITEM 9E

**Las Virgenes Municipal Water District
Internal Service Summary**
(Dollars in Thousands)

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Board and General Manager	1,289	1,364	1,036	1,064	1,056
Resource Cons./Public Outreach	3,496	3,816	3,571	3,493	3,585
Facilities and Operations	4,580	4,096	4,215	4,534	4,591
Finance and Administration	4,548	4,640	4,830	4,895	5,158
	13,913	13,916	13,652	13,986	14,390



**Las Virgenes Municipal Water District
Internal Service Summary**

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
BOARD EXPENSES						
6000 Directors' Fees	\$76,600	\$73,600	\$75,800	\$90,000	\$83,100	\$90,000
6005 Directors' Benefits	63,865	63,887	61,748	63,728	61,559	59,120
6010 Directors' Conference Expenses	22,866	17,620	26,999	20,000	25,000	25,000
6015 Directors' Miscellaneous	1,638	768	722	700	600	700
6020 Election Expense	252	0	16,911	0	0	30,000
Sub-total	\$165,221	\$155,875	\$182,180	\$174,428	\$170,259	\$204,820
PAYROLL EXPENSES						
6100 Staff Salaries	10,020,567	10,297,554	10,078,123	10,293,378	9,757,369	10,008,580
6102 Staff Overtime	358,177	328,877	290,962	215,698	297,830	210,300
6105 Staff Benefits	4,661,782	4,528,027	4,884,349	4,967,956	4,905,736	4,928,847
6110 Staff Taxes	929,646	986,732	1,050,342	1,039,443	964,574	1,006,652
Sub-total	\$15,970,172	\$16,141,190	\$16,303,776	\$16,516,475	\$15,925,509	\$16,154,379
6115 Staff Costs Recovered	(6,961,297)	(7,372,468)	(7,380,585)	(7,197,577)	(6,931,343)	(7,225,908)
Net Payroll Expenses	\$9,008,875	\$8,768,722	\$8,923,191	\$9,318,898	\$8,994,166	\$8,928,471
OFFICE EQUIPMENT & POSTAGE						
6200 Forms, Supplies & Postage	135,799	147,955	135,302	160,910	149,180	153,910
6205 Equipment Rental	12,314	9,269	9,679	10,200	10,200	10,200
6210 Equipment Repairs	1,175	470	97	1,500	600	1,500
6215 Equipment Maintenance	268,233	266,084	289,389	257,000	257,349	292,500
6220 Outside Services	74,282	75,366	104,188	127,043	94,800	97,800
6225 Radio Maintenance Expense	26,227	24,247	24,791	27,500	26,500	27,500
6230 Safety Equipment	20,187	14,623	12,795	19,650	15,490	16,350
6235 Records Management	43,183	54,478	50,412	63,000	53,000	55,000
6250 Equipment Interest Expense	10,090	7,857	10,488	6,300	6,300	6,300
Sub-total	\$591,490	\$600,349	\$637,141	\$673,103	\$613,419	\$661,060
PROFESSIONAL SERVICES						
6500 Legal Services	75,139	92,044	182,169	87,000	107,382	87,000
6505 Legal Advertising	16,515	8,416	10,380	7,000	9,600	9,500
6516 Other Professional Services	143,596	193,752	6,833	73,600	60,510	73,600
6517 Audit Fees	31,390	32,125	32,125	34,000	32,780	33,400
6522 Management Consultant Fees	37,007	78,552	53,951	147,500	95,000	92,500
Sub-total	\$303,647	\$404,889	\$285,458	\$349,100	\$305,272	\$296,000
RES CONSER/PUBLIC OUTREACH						
6602 School Education Program	20,766	19,975	7,554	52,052	16,895	20,296
6604 Public Education Program	60,382	85,792	97,344	174,762	151,968	174,273
6606 Community Group Outreach	72,531	5,103	6,659	20,492	25,457	25,196
6608 Intergovernmental Coordination	2,525	3,692	3,126	10,000	10,425	10,017
Sub-total	\$156,204	\$114,562	\$114,683	\$257,306	\$204,745	\$229,782
HUMAN RESOURCES						
6800 Safety	26,662	38,556	21,798	38,000	38,000	38,000
6810 Recruitment Expenses	8,825	31,625	9,510	10,000	4,500	10,000
6812 Retired Employee Benefits	453,548	483,968	572,378	643,000	696,140	774,500
6815 Employee Recognition Function	5,017	7,248	7,423	9,500	7,300	9,500
6817 Employee Survey Outreach	0	0	0	200	204	200
6820 Employee Assistance Program	3,463	3,463	866	2,000	0	2,000
6825 Employee Wellness Program	16,850	13,660	13,970	20,000	14,000	15,000
6830 Training & Prof. Development	92,750	103,716	76,288	163,500	77,327	139,900
6840 DOT Testing	0	980	1,050	950	1,050	1,050
6850 Unemployment Ins. Benefit	6,866	9,622	17,585	0	4,000	20,000
6855 Donated Sick Leave	(793)	343	(6,492)	0	0	0
6872 Litigation - Outside Services	285,970	474,058	102,732	200,000	100,000	100,000
Sub-total	\$899,158	\$1,167,239	\$817,108	\$1,087,150	\$942,521	\$1,110,150

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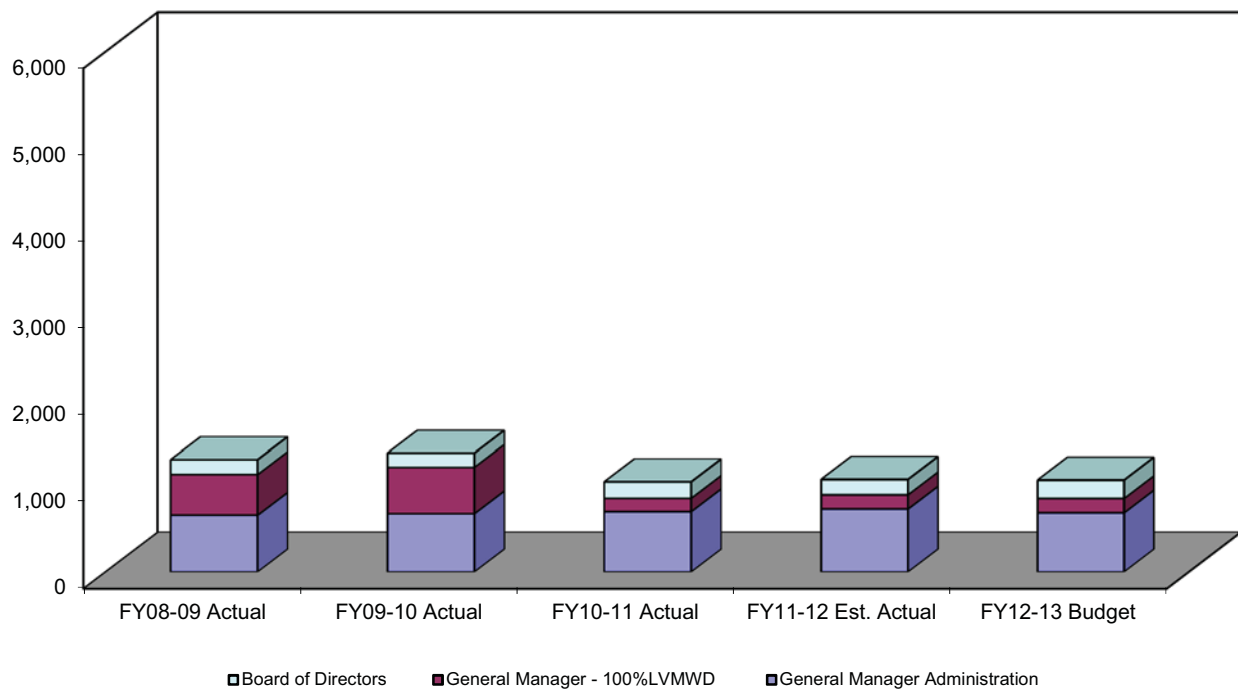
**Las Virgenes Municipal Water District
Internal Service Summary**

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
OTHER G&A EXPENSES						
7100 Provision for Uncollectible Accts	32,737	73,487	82,027	50,000	50,000	60,000
7105 Dues/Subscriptions/Memberships	81,551	92,718	82,504	82,755	83,479	86,305
7110 Travel/Misc. Expenses	2,257	2,207	795	2,150	1,188	1,700
7135 General Insurance	872,560	806,885	800,675	825,100	0	0
7135.1 Property Insurance	0	0	0	0	26,675	27,500
7135.2 Liability Insurance	0	0	0	0	273,082	288,100
7135.3 Automobile Insurance	0	0	0	0	87,594	82,700
7135.4 Earthquake Insurance	0	0	0	0	53,288	53,800
7135.5 Excess Liability Insurance	0	0	0	0	360,036	373,000
7145 Claims Paid	0	0	0	0	5,478	0
7152 LAFCO Charges	15,851	13,900	12,292	14,000	15,144	15,000
7155 Other Expense	0	0	0	0	0	0
Sub-total	\$1,004,956	\$989,197	\$978,293	\$974,005	\$955,964	\$988,105
OPERATING EXPENSE						
5400 Labor	283,153	275,273	295,790	375,472	275,114	279,913
5405.1 Utilities - Energy	164,666	159,828	141,443	170,000	149,800	156,000
5405.2 Utilities - Telephone	212,247	140,378	122,483	145,280	140,436	159,670
5405.3 Utilities - Gas	29,563	27,221	22,412	27,000	19,450	25,500
5405.4 Utilities - Water	14,195	12,275	12,479	21,000	15,200	15,500
5410 Supplies/Materials	1,334	403	0	0	0	0
5430 Capital Outlay	54,162	32,056	64,545	66,500	62,500	92,500
Sub-total	\$759,320	\$647,434	\$659,152	\$805,252	\$662,500	\$729,083
MAINTENANCE EXPENSE						
5500 Labor	261,752	271,957	293,159	335,162	258,515	254,184
5510 Supplies/Materials	142,898	214,539	159,396	310,000	300,150	291,030
5510.1 Fuel	81,797	123,235	120,767	120,000	118,000	120,000
5515 Outside Services	343,551	288,566	279,082	354,000	320,900	339,000
5520 Permits/Fee	10,024	7,443	7,879	10,061	10,950	11,800
5530 Capital Outlay	12,223	13,371	17,238	17,000	5,300	77,615
6255 Rental Charge - Vehicles	111,510	112,278	109,579	128,505	92,476	102,008
Sub-total	\$963,755	\$1,031,389	\$987,100	\$1,274,728	\$1,106,291	\$1,195,637
INVENTORY EXPENSE						
5536 Inventory Adjustment	9,194	8,193	13,353	9,500	12,000	13,000
GEN'L SPECIALTY EXPENSE						
5725 Supplies and Small Tools	52,179	28,284	53,565	33,250	23,450	31,750
Sub-total	\$52,179	\$28,284	\$53,565	\$33,250	\$23,450	\$31,750
TOTAL EXPENSES	\$13,913,999	\$13,916,079	\$13,651,612	\$14,956,620	\$13,990,637	\$14,388,058
ALLOCATED EXPENSES						
ALLOCATED TECHNICAL SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
ALLOCATED CUSTOMER INFO SYSTEMS	\$0	\$0	\$0	\$0	\$0	\$0
ALLOCATED LABORATORY EXPENSES	(\$534,325)	(\$540,975)	(\$593,461)	(\$605,050)	(\$597,709)	(\$609,370)
ALLOCATED VEHICLE EXPENSES	\$0	\$0	\$0	\$0	\$0	\$0
ALLOCATED LEGAL EXPENSES	(\$285,970)	(\$474,058)	(\$102,732)	(\$200,000)	(\$100,000)	(\$100,000)
ALLOCATED OPS BLDG EXPENSES	(\$197,650)	(\$160,882)	(\$174,768)	(\$174,658)	(\$198,480)	(\$211,784)
ALLOCATED INTERNAL G&A	(\$3)	\$0	\$0	\$0	\$0	\$0
ALLOCATED SUPPORT SERVICES(G&A)	(\$5,894,239)	(\$5,777,091)	(\$5,907,107)	(\$6,283,076)	(\$5,808,157)	(\$6,186,873)
ALLOCATED OPERATIONS SERVICES(G&A)	(\$7,001,812)	(\$6,963,073)	(\$6,873,544)	(\$7,693,836)	(\$7,286,291)	(\$7,280,031)
TOTAL ALLOCATED EXPENSES	(\$13,913,999)	(\$13,916,079)	(\$13,651,612)	(\$14,956,620)	(\$13,990,637)	(\$14,388,058)

ITEM 9E

Las Virgenes Municipal Water District
Board of Directors and General Manager Summary
(Dollars in Thousands)

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
General Manager Administration	653	671	695	725	681
General Manager - 100%LVMWD	466	532	153	163	164
Board of Directors	170	161	188	176	211
	1,289	1,364	1,036	1,064	1,056



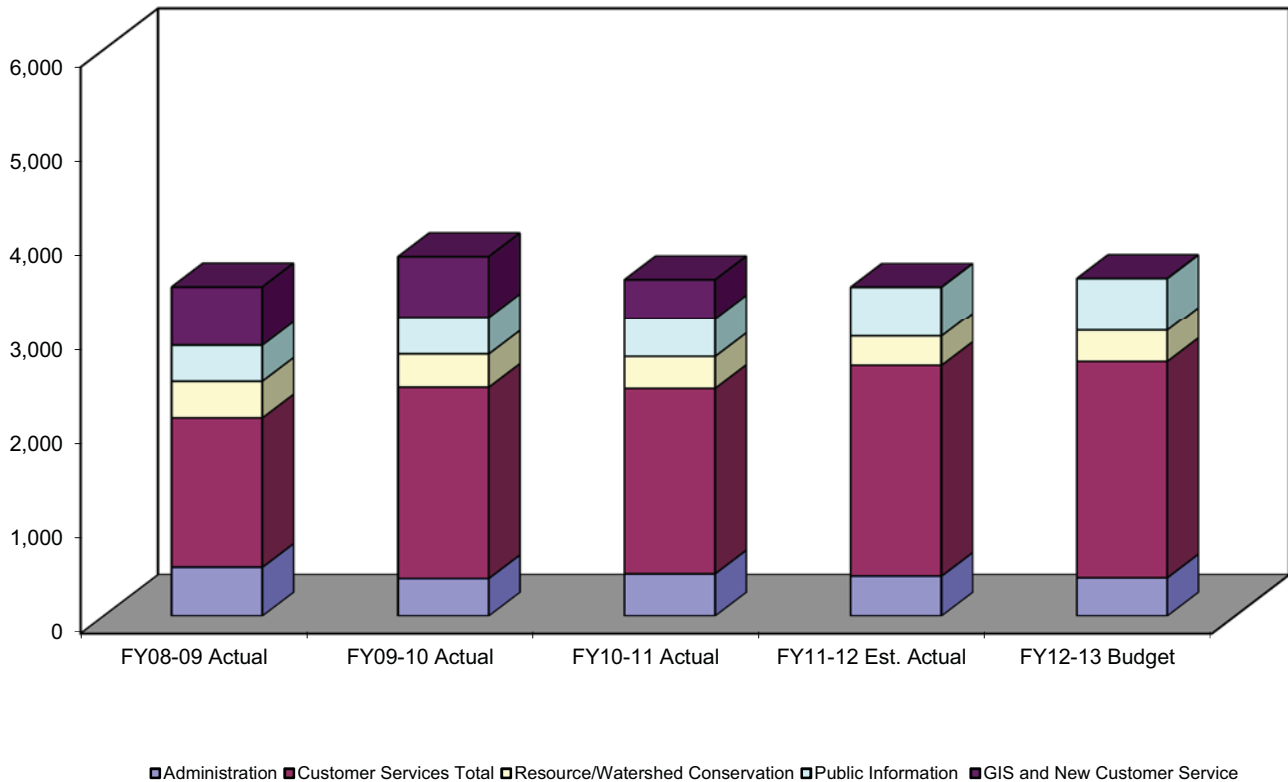
**Las Virgenes Municipal Water District
Board of Directors and General Manager**

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
BOARD EXPENSES						
6000 Directors' Fees	\$76,600	\$73,600	\$75,800	\$90,000	\$83,100	\$90,000
6005 Directors' Benefits	63,865	63,887	61,748	63,728	61,559	59,120
6010 Directors' Conference Expenses	22,866	17,620	26,999	20,000	25,000	25,000
6015 Directors' Miscellaneous	1,638	768	722	700	600	700
6020 Election Expense	252	0	16,911	0	0	30,000
Sub-total	\$165,221	\$155,875	\$182,180	\$174,428	\$170,259	\$204,820
PAYROLL EXPENSES						
6100 Staff Salaries	330,667	348,129	349,258	353,510	353,647	352,478
6105 Staff Benefits	126,632	120,069	145,344	116,943	133,729	117,936
6110 Staff Taxes	23,205	23,820	24,698	25,513	21,452	25,680
Sub-total	\$480,504	\$492,018	\$519,300	\$495,966	\$508,828	\$496,094
Net Payroll Expenses	\$480,504	\$492,018	\$519,300	\$495,966	\$508,828	\$496,094
OFFICE EQUIPMENT & POSTAGE						
6235 Records Management	43,183	54,478	50,412	63,000	53,000	55,000
Sub-total	\$43,183	\$54,478	\$50,412	\$63,000	\$53,000	\$55,000
PROFESSIONAL SERVICES						
6500 Legal Services	72,008	72,000	72,000	72,000	72,000	72,000
6505 Legal Advertising	16,515	8,416	10,380	7,000	9,600	9,500
6516 Other Professional Services	67,372	0	580	5,000	40,000	5,000
Sub-total	\$155,895	\$80,416	\$82,960	\$84,000	\$121,600	\$86,500
RES CONSER/PUBLIC OUTREACH						
6606 Community Group Outreach	65,153	485	0	1,000	0	0
Sub-total	\$65,153	\$485	\$0	\$1,000	\$0	\$0
HUMAN RESOURCES						
6815 Employee Recognition Function	805	3,145	3,655	4,500	3,500	4,500
6830 Training & Prof. Development	12,418	11,360	12,266	10,000	9,000	10,000
6872 Litigation - Outside Services	285,970	474,058	102,732	200,000	100,000	100,000
Sub-total	\$299,193	\$488,563	\$118,653	\$214,500	\$112,500	\$114,500
OTHER G&A EXPENSES						
7105 Dues/Subscriptions/Memberships	78,210	88,674	79,233	79,000	80,000	82,500
7110 Travel/Misc. Expenses	324	232	99	100	75	100
7152 LAFCO Charges	0	0	0	14,000	15,144	15,000
Sub-total	\$78,534	\$88,906	\$79,332	\$93,100	\$95,219	\$97,600
OPERATING EXPENSE						
5405.2 Utilities - Telephone	2,042	2,897	2,760	2,100	2,000	2,400
Sub-total	\$2,042	\$2,897	\$2,760	\$2,100	\$2,000	\$2,400
TOTAL EXPENSES	\$1,289,725	\$1,363,638	\$1,035,597	\$1,128,094	\$1,063,406	\$1,056,914
ALLOCATED EXPENSES						
ALLOCATED VEHICLE EXPENSES	\$4,690	\$4,570	\$5,044	\$5,224	\$4,769	\$5,046
ALLOCATED LEGAL EXPENSES	(\$285,970)	(\$474,058)	(\$102,732)	(\$200,000)	(\$100,000)	(\$100,000)
ALLOCATED INTERNAL G&A	(\$118,517)	(\$110,129)	(\$132,977)	(\$128,074)	(\$154,034)	(\$123,214)
ALLOCATED SUPPORT SERVICES(G&A)	(\$889,928)	(\$784,021)	(\$804,932)	(\$805,244)	(\$814,141)	(\$838,746)
ALLOCATED OPERATIONS SERVICES(G&A)	\$0	\$0	\$0	\$0	\$0	\$0

ITEM 9E

Las Virgenes Municipal Water District
Resource Conservation and Public Outreach Summary
(Dollars in Thousands)

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Administration	517	398	448	423	406
Customer Service Administration	165	357	184	198	222
Customer Svc. Operations	877	1,055	1,136	1,170	1,237
Meter Service	464	499	484	610	629
Customer Service Programs	68	107	152	247	196
Customer Services Total	1,574	2,018	1,956	2,225	2,284
Resource/Watershed Conservation	389	353	339	313	334
Public Information	383	402	414	532	561
GIS and New Customer Service	633	645	414	0	0
	3,496	3,816	3,571	3,493	3,585



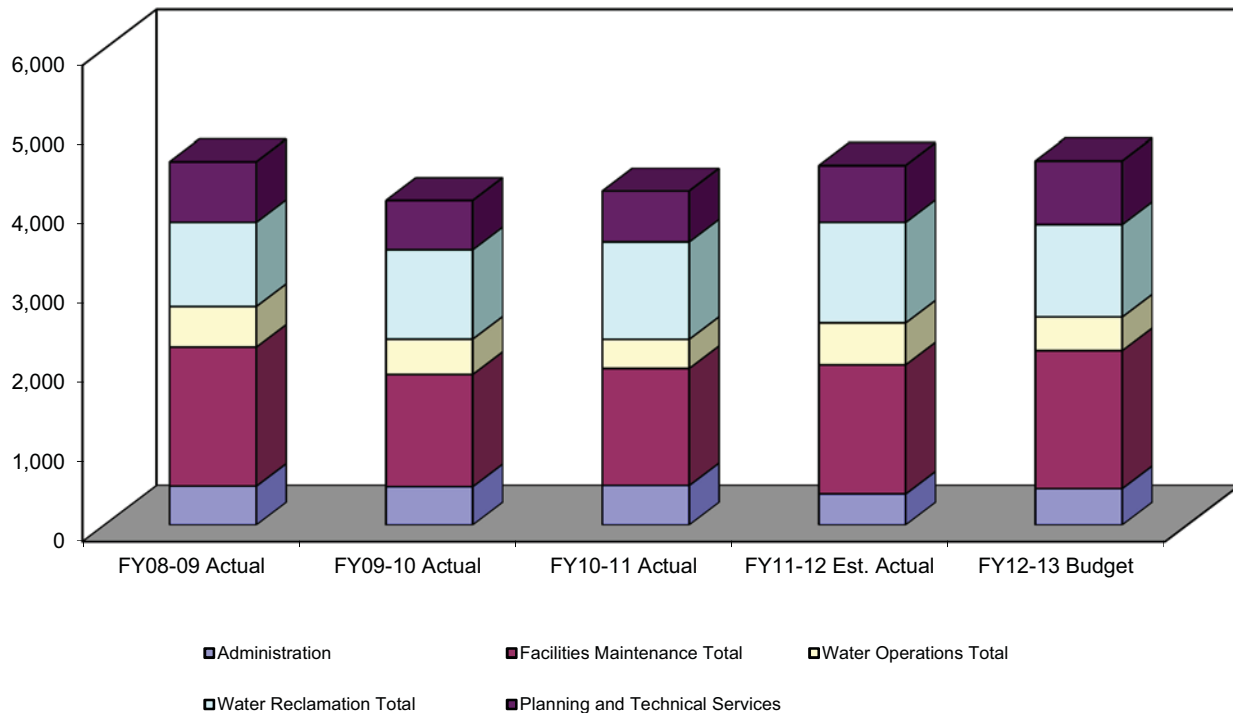
ITEM 9E

**Las Virgenes Municipal Water District
Resource Conservation and Public Outreach**

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
PAYROLL EXPENSES						
6100 Staff Salaries	\$2,289,892	\$2,441,811	\$2,401,685	\$2,222,654	\$2,139,418	\$2,195,133
6102 Staff Overtime	38,327	50,463	46,754	38,887	61,008	38,283
6105 Staff Benefits	1,142,201	1,031,906	1,089,917	1,038,160	1,048,806	1,052,243
6110 Staff Taxes	181,237	194,994	200,889	177,393	164,103	174,274
Sub-total	\$3,651,657	\$3,719,174	\$3,739,245	\$3,477,094	\$3,413,335	\$3,459,933
6115 Staff Costs Recovered	(987,390)	(964,523)	(1,045,997)	(1,082,567)	(975,847)	(1,047,611)
Net Payroll Expenses	\$2,664,267	\$2,754,651	\$2,693,248	\$2,394,527	\$2,437,488	\$2,412,322
OFFICE EQUIPMENT & POSTAGE						
6200 Forms, Supplies & Postage	34,308	29,689	35,920	42,000	40,000	40,000
6210 Equipment Repairs	0	0	0	500	0	500
6215 Equipment Maintenance	0	604	604	1,000	1,349	1,500
6220 Outside Services	64,800	68,877	84,425	75,500	75,200	85,200
6230 Safety Equipment	1,750	3,981	1,037	2,500	900	2,500
Sub-total	\$100,858	\$103,151	\$121,986	\$121,500	\$117,449	\$129,700
PROFESSIONAL SERVICES						
6516 Other Professional Services	66,990	184,440	1,021	55,000	13,000	55,000
Sub-total	\$66,990	\$184,440	\$1,021	\$55,000	\$13,000	\$55,000
RES CONSER/PUBLIC OUTREACH						
6602 School Education Program	20,766	19,975	7,554	52,052	16,895	20,296
6604 Public Education Program	60,382	85,792	97,344	174,762	151,968	174,273
6606 Community Group Outreach	7,378	4,618	6,659	19,492	25,457	25,196
6608 Intergovernmental Coordination	2,525	3,692	3,126	10,000	10,425	10,017
Sub-total	\$91,051	\$114,077	\$114,683	\$256,306	\$204,745	\$229,782
HUMAN RESOURCES						
6830 Training & Prof. Development	13,462	19,304	20,741	32,500	20,202	21,000
Sub-total	\$13,462	\$19,304	\$20,741	\$32,500	\$20,202	\$21,000
OTHER G&A EXPENSES						
7100 Provision for Uncollectible Accts	32,737	73,487	82,027	50,000	50,000	60,000
7105 Dues/Subscriptions/Memberships	120	185	67	400	224	450
7110 Travel/Misc. Expenses	533	181	90	200	253	250
7152 LAFCO Charges	15,851	13,900	12,292	0	0	0
Sub-total	\$49,241	\$87,753	\$94,476	\$50,600	\$50,477	\$60,700
OPERATING EXPENSE						
5400 Labor	274,865	268,035	283,400	368,632	267,630	272,133
5405.2 Utilities - Telephone	10,253	11,325	11,782	11,700	13,900	13,700
5410 Supplies/Materials	1,334	403	0	0	0	0
Sub-total	\$286,452	\$279,763	\$295,182	\$380,332	\$281,530	\$285,833
MAINTENANCE EXPENSE						
5500 Labor	150,198	142,510	154,919	225,023	116,499	132,122
5510 Supplies/Materials	61,142	124,317	66,412	220,000	200,000	200,000
5515 Outside Services	0	0	3,258	50,000	50,000	50,000
5530 Capital Outlay	9,273	4,650	369	0	0	0
Sub-total	\$220,613	\$271,477	\$224,958	\$495,023	\$366,499	\$382,122
GEN'L SPECIALTY EXPENSE						
5725 Supplies and Small Tools	3,540	2,044	4,126	8,000	2,000	6,500
Sub-total	\$3,540	\$2,044	\$4,126	\$8,000	\$2,000	\$6,500
TOTAL EXPENSES	\$3,496,474	\$3,816,606	\$3,570,809	\$3,793,688	\$3,493,440	\$3,583,159
ALLOCATED EXPENSES						
ALLOCATED TECHNICAL SERVICES	\$0	\$0	\$0	\$107,903	\$89,270	\$99,763
ALLOCATED CUSTOMER INFO SYSTEMS	\$262,069	\$267,002	\$296,373	\$258,261	\$257,123	\$275,162
ALLOCATED VEHICLE EXPENSES	\$78,631	\$77,534	\$85,801	\$88,868	\$81,116	\$85,828
ALLOCATED INTERNAL G&A	\$254,461	\$429,916	\$312,372	\$274,048	\$399,133	\$340,974
ALLOCATED SUPPORT SERVICES(G&A)	(\$640,591)	(\$583,876)	(\$584,798)	(\$743,577)	(\$618,661)	(\$655,576)
ALLOCATED OPERATIONS SERVICES(G&A)	(\$3,451,044)	(\$4,007,182)	(\$3,680,557)	(\$3,779,191)	(\$3,701,421)	(\$3,729,310)

**Las Virgenes Municipal Water District
Facilities and Operations Summary**
(Dollars in Thousands)

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Administration	490	484	498	391	460
Fac. Maintenance Admin.	283	224	205	186	209
Electrical/Instrumentation Maint.	0	99	148	260	256
Maintenance	321	-4	49	112	95
Building 8 Maintenance	446	446	372	374	440
Building 7 Maintenance	198	161	175	198	212
Fleet Maintenance	498	482	520	492	520
Facilities Maintenance Total	1,746	1,408	1,469	1,622	1,732
Water Administration	101	112	118	108	123
Water Treatment & Production	234	220	132	289	131
Construction	178	114	118	132	171
Water Operations Total	513	446	368	529	425
Reclamation Administration	300	416	443	466	475
Laboratory	525	532	583	588	599
Wastewater Treatment Facility	94	109	117	138	63
Composting Facility	153	82	97	86	39
Water Reclamation Total	1,072	1,139	1,240	1,278	1,176
Planning and Technical Services	759	619	640	714	798
	4,580	4,096	4,215	4,534	4,591



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**Las Virgenes Municipal Water District
Facilities and Operations**

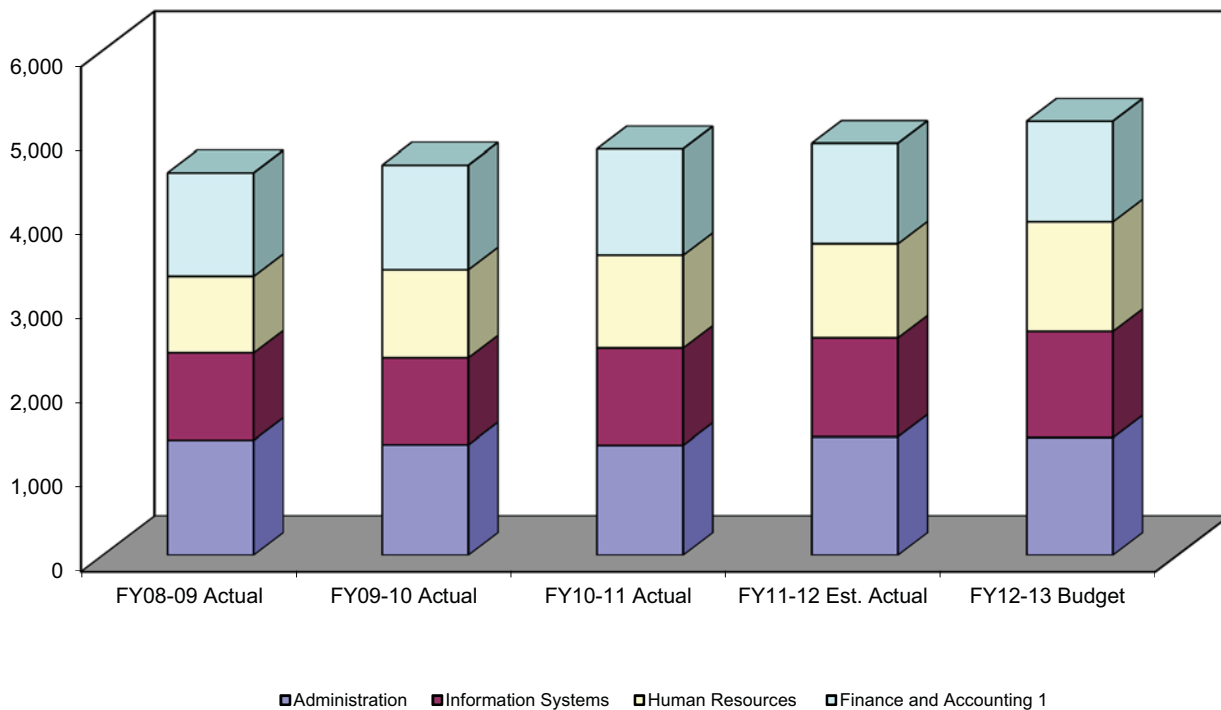
	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
PAYROLL EXPENSES						
6100 Staff Salaries	\$5,652,300	\$5,723,803	\$5,590,083	\$5,925,428	\$5,514,474	\$5,689,762
6102 Staff Overtime	\$317,625	\$275,960	\$243,338	\$152,059	\$236,760	\$147,133
6105 Staff Benefits	\$2,614,393	\$2,615,495	\$2,809,781	\$2,953,104	\$2,862,158	\$2,916,936
6110 Staff Taxes	\$593,460	\$629,385	\$682,468	\$688,628	\$648,447	\$663,362
Sub-total	\$9,177,778	\$9,244,643	\$9,325,670	\$9,719,219	\$9,261,839	\$9,417,193
6115 Staff Costs Recovered	(5,837,463)	(6,302,941)	(6,241,396)	(5,976,596)	(5,816,922)	(6,040,042)
Net Payroll Expenses	\$3,340,315	\$2,941,702	\$3,084,274	\$3,742,623	\$3,444,917	\$3,377,151
OFFICE EQUIPMENT & POSTAGE						
6200 Forms, Supplies & Postage	0	0	20	0	0	0
6220 Outside Services	3,244	205	395	400	0	0
6225 Radio Maintenance Expense	26,227	24,247	24,791	27,500	26,500	27,500
6230 Safety Equipment	18,437	10,417	11,758	17,150	14,590	13,850
Sub-total	\$47,908	\$34,869	\$36,964	\$45,050	\$41,090	\$41,350
HUMAN RESOURCES						
6830 Training & Prof. Development	40,258	33,037	19,168	34,000	21,025	32,200
Sub-total	\$40,258	\$33,037	\$19,168	\$34,000	\$21,025	\$32,200
OTHER G&A EXPENSES						
7110 Travel/Misc. Expenses	1,136	1,547	479	1,500	610	950
Sub-total	\$1,136	\$1,547	\$479	\$1,500	\$610	\$950
OPERATING EXPENSE						
5405.1 Utilities - Energy	164,666	159,828	141,443	170,000	149,800	156,000
5405.2 Utilities - Telephone	150,156	99,175	86,397	106,120	84,291	103,370
5405.3 Utilities - Gas	29,563	27,221	22,412	27,000	19,450	25,500
5405.4 Utilities - Water	14,195	12,275	12,479	21,000	15,200	15,500
Sub-total	\$358,580	\$298,499	\$262,731	\$324,120	\$268,741	\$300,370
MAINTENANCE EXPENSE						
5500 Labor	111,554	129,447	138,240	110,139	142,016	122,062
5510 Supplies/Materials	81,756	90,222	92,984	90,000	100,150	91,030
5510.1 Fuel	81,797	123,235	120,767	120,000	118,000	120,000
5515 Outside Services	343,551	288,566	275,824	304,000	270,900	289,000
5520 Permits/Fee	10,024	7,443	7,879	10,061	10,950	11,800
5530 Capital Outlay	2,950	8,721	16,869	17,000	5,300	77,615
6255 Rental Charge - Vehicles	111,510	112,278	109,579	128,505	92,476	102,008
Sub-total	\$743,142	\$759,912	\$762,142	\$779,705	\$739,792	\$813,515
GEN'L SPECIALTY EXPENSE						
5725 Supplies and Small Tools	48,639	26,240	49,439	25,250	21,450	25,250
Sub-total	48,639	26,240	49,439	25,250	21,450	25,250
TOTAL EXPENSES	\$4,579,978	\$4,095,806	\$4,215,197	\$4,952,248	\$4,537,625	\$4,590,786
ALLOCATED EXPENSES						
ALLOCATED TECHNICAL SERVICES	\$0	\$0	\$0	(\$107,903)	(\$89,270)	(\$99,763)
ALLOCATED LABORATORY EXPENSES	(\$534,325)	(\$540,975)	(\$593,461)	(\$605,050)	(\$597,709)	(\$609,370)
ALLOCATED VEHICLE EXPENSES	(\$88,011)	(\$86,674)	(\$95,889)	(\$99,316)	(\$90,654)	(\$95,920)
ALLOCATED OPS BLDG EXPENSES	(\$197,650)	(\$160,882)	(\$174,768)	(\$174,658)	(\$198,480)	(\$211,784)
ALLOCATED INTERNAL G&A	\$726,566	\$526,615	\$710,726	\$844,813	\$800,428	\$826,822
ALLOCATED SUPPORT SERVICES(G&A)	(\$935,790)	(\$877,999)	(\$868,818)	(\$895,489)	(\$777,070)	(\$850,050)
ALLOCATED OPERATIONS SERVICES(G&A)	(\$3,550,768)	(\$2,955,891)	(\$3,192,987)	(\$3,914,645)	(\$3,584,870)	(\$3,550,721)

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**Las Virgenes Municipal Water District
Finance and Administration Summary**
(Dollars in Thousands)

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Administration	1,364	1,312	1,306	1,405	1,394
Information Systems	1,037	1,031	1,153	1,175	1,263
Human Resources	920	1,058	1,114	1,129	1,313
Finance and Accounting ¹	1,227	1,239	1,257	1,186	1,187
	4,548	4,640	4,830	4,895	5,158

¹ includes Inventory Adjustment



**Las Virgenes Municipal Water District
Finance and Administration**

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
PAYROLL EXPENSES						
6100 Staff Salaries	\$1,747,708	\$1,783,811	\$1,737,097	\$1,791,786	\$1,749,830	\$1,771,207
6102 Staff Overtime	2,225	2,454	870	24,752	62	24,884
6105 Staff Benefits	778,556	760,557	839,307	859,749	861,043	841,732
6110 Staff Taxes	131,744	138,533	142,287	147,909	130,572	143,336
Sub-total	\$2,660,233	\$2,685,355	\$2,719,561	\$2,824,196	\$2,741,507	\$2,781,159
6115 Staff Costs Recovered	(136,444)	(105,004)	(93,192)	(138,414)	(138,574)	(138,255)
Net Payroll Expenses	\$2,523,789	\$2,580,351	\$2,626,369	\$2,685,782	\$2,602,933	\$2,642,904
OFFICE EQUIPMENT & POSTAGE						
6200 Forms, Supplies & Postage	101,491	118,266	99,362	118,910	109,180	113,910
6205 Equipment Rental	12,314	9,269	9,679	10,200	10,200	10,200
6210 Equipment Repairs	1,175	470	97	1,000	600	1,000
6215 Equipment Maintenance	268,233	265,480	288,785	256,000	256,000	291,000
6220 Outside Services	6,238	6,284	19,368	51,143	19,600	12,600
6230 Safety Equipment	0	225	0	0	0	0
6250 Equipment Interest Expense	10,090	7,857	10,488	6,300	6,300	6,300
Sub-total	\$399,541	\$407,851	\$427,779	\$443,553	\$401,880	\$435,010
PROFESSIONAL SERVICES						
6500 Legal Services	3,131	20,044	110,169	15,000	35,382	15,000
6516 Other Professional Services	9,234	9,312	5,232	13,600	7,510	13,600
6517 Audit Fees	31,390	32,125	32,125	34,000	32,780	33,400
6522 Management Consultant Fees	37,007	78,552	53,951	147,500	95,000	92,500
Sub-total	\$80,762	\$140,033	\$201,477	\$210,100	\$170,672	\$154,500
HUMAN RESOURCES						
6800 Safety	26,662	38,556	21,798	38,000	38,000	38,000
6810 Recruitment Expenses	8,825	31,625	9,510	10,000	4,500	10,000
6812 Retired Employee Benefits	453,548	483,968	572,378	643,000	696,140	774,500
6815 Employee Recognition Function	4,212	4,103	3,768	5,000	3,800	5,000
6817 Employee Survey Outreach	0	0	0	200	204	200
6820 Employee Assistance Program	3,463	3,463	866	2,000	0	2,000
6825 Employee Wellness Program	16,850	13,660	13,970	20,000	14,000	15,000
6830 Training & Prof. Development	26,612	40,015	24,113	87,000	27,100	76,700
6840 DOT Testing	0	980	1,050	950	1,050	1,050
6850 Unemployment Ins. Benefit	6,866	9,622	17,585	0	4,000	20,000
6855 Donated Sick Leave	(793)	343	(6,492)	0	0	0
Sub-total	\$546,245	\$626,335	\$658,546	\$806,150	\$788,794	\$942,450
OTHER G&A EXPENSES						
7105 Dues/Subscriptions/Memberships	3,221	3,859	3,204	3,355	3,255	3,355
7110 Travel/Misc. Expenses	264	247	127	350	250	400
7135 General Insurance	872,560	806,885	800,675	825,100	800,675	825,100
7145 Claims Paid	0	0	0	0	5,478	0
7155 Other Expense	0	0	0	0	0	0
Sub-total	\$876,045	\$810,991	\$804,006	\$828,805	\$809,658	\$828,855
OPERATING EXPENSE						
5400 Labor	8,288	7,238	12,390	6,840	7,484	7,780
5405.2 Utilities - Telephone	49,796	26,981	21,544	25,360	40,245	40,200
5430 Capital Outlay	54,162	32,056	64,545	66,500	62,500	92,500
Sub-total	\$112,246	\$66,275	\$98,479	\$98,700	\$110,229	\$140,480
INVENTORY EXPENSE						
5536 Inventory Adjustment	9,194	8,193	13,353	9,500	12,000	13,000
TOTAL EXPENSES	\$4,547,822	\$4,640,029	\$4,830,009	\$5,082,590	\$4,896,166	\$5,157,199
ALLOCATED EXPENSES						
ALLOCATED CUSTOMER INFO SYSTEMS	(\$262,069)	(\$267,002)	(\$296,373)	(\$258,261)	(\$257,123)	(\$275,162)
ALLOCATED VEHICLE EXPENSES	\$4,690	\$4,570	\$5,044	\$5,224	\$4,769	\$5,046
ALLOCATED INTERNAL G&A	(\$862,513)	(\$846,402)	(\$890,121)	(\$990,787)	(\$1,045,527)	(\$1,044,582)
ALLOCATED SUPPORT SERVICES(G&A)	(\$3,427,930)	(\$3,531,195)	(\$3,648,559)	(\$3,838,766)	(\$3,598,285)	(\$3,842,501)
ALLOCATED OPERATIONS SERVICES(G&A)	\$0	\$0	\$0	\$0	\$0	\$0

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**Las Virgenes Municipal Water District
Summary of Allocated Internal Service Costs
FY 2011-12 Estimated Actual**

	Total Costs	Direct Allocations	Allocated G&A Costs	Cost Recipient				
				JPA	Total LVMWD Operations	Capital Projects	Internal G&A Allocated/ (Received)	Total Allocations
Central Service Provider								
General Manager	724,534	4,769	729,303	374,253	177,954	8,626	168,470	729,303
General Manager-100% LVMWD	162,844	(100,000)	62,844	-	70,155	-	(7,311)	62,844
Board of Directors	176,028	-	176,028	-	183,153	-	(7,125)	176,028
Board of Directors & GM	1,063,406	(95,231)	968,175	374,253	431,262	8,626	154,034	968,175
RCPO Administration	422,505	-	422,505	216,818	34,089	-	171,598	422,505
Customer Service Admin	197,658	-	197,658	-	-	-	197,658	197,658
Customer Service Operations	1,170,459	323,933	1,494,392	-	2,074,147	8,849	(588,604)	1,494,392
Meter Service	610,267	-	610,267	-	748,710	-	(138,443)	610,267
Customer Service Programs	246,626	9,537	256,163	-	328,396	-	(72,233)	256,163
Resource/Watershed Conservation	312,896	4,769	317,665	-	424,652	27,397	(134,384)	317,665
Public Information	533,029	-	533,029	273,533	78,095	16,126	165,275	533,029
GIS & New Customer Svc	-	-	-	-	-	-	-	-
RCPO	3,493,440	338,239	3,831,679	490,351	3,688,089	52,372	(399,133)	3,831,679
Facilities & Operations Admin	391,159	4,769	395,928	203,175	274,836	57,016	(139,099)	395,928
Facilities Maint/Const Admin	186,497	3,343	189,840	97,421	119,775	24,847	(52,203)	189,840
Electrical	260,494	42,918	303,412	155,701	171,604	949	(24,842)	303,412
Maintenance	112,112	71,628	183,740	94,285	104,214	-	(14,759)	183,740
Building 8 Maintenance	373,520	-	373,520	191,679	-	-	181,841	373,520
Building 7 Maintenance	198,480	(198,480)	-	-	66,899	-	(66,899)	-
Construction	132,392	128,949	261,341	134,109	198,769	-	(71,537)	261,341
Fleet Maintenance	491,613	(491,613)	-	-	-	-	-	-
Water Administration	108,497	1,426	109,923	56,408	90,415	-	(36,900)	109,923
Water Treatment & Production	289,096	81,164	370,260	190,004	272,865	-	(92,609)	370,260
Reclamation Administration	466,324	4,769	471,093	241,750	-	-	229,343	471,093
Laboratory	588,172	(588,172)	-	-	429,334	-	(429,334)	-
Wastewater Treatment Facility	138,299	19,075	157,374	80,759	105,704	-	(29,089)	157,374
Composting Facility	86,808	19,075	105,883	54,336	111,843	-	(60,296)	105,883
Planning & Technical Services	714,162	14,306	728,468	327,096	36,007	559,410	(194,045)	728,468
Facilities & Operations	4,537,625	(886,843)	3,650,782	1,826,723	1,982,265	642,222	(800,428)	3,650,782
Finance & Administration Admin	1,405,983	-	1,405,983	721,502	392,536	-	291,945	1,405,983
Information Systems	1,175,466	(252,354)	923,112	473,712	99,120	20,469	329,811	923,112
Human Resources	1,129,006	-	1,129,006	579,367	142,847	29,498	377,294	1,129,006
Finance & Accounting	1,185,711	-	1,185,711	608,466	475,546	55,222	46,477	1,185,711
Finance & Administration	4,896,166	(252,354)	4,643,812	2,383,047	1,110,049	105,189	1,045,527	4,643,812
Total Allocated G&A Costs	13,990,637	(896,189)	13,094,448	5,074,374	7,211,665	808,409	-	13,094,448
Direct Allocations								
Allocated Laboratory Expenses				400,465	197,244	-	-	597,709
Allocated Ops Bldg Expenses				99,240	99,240	-	-	198,480
Allocated Legal Expenses				-	100,000	-	-	100,000
Total Direct Allocations				499,705	396,484	-	-	896,189
Total all Allocated Costs				5,574,079	7,608,149	808,409	1,045,527	14,996,637

**Las Virgenes Municipal Water District
Summary of Allocated Internal Service Costs
FY 2012-13 Budget**

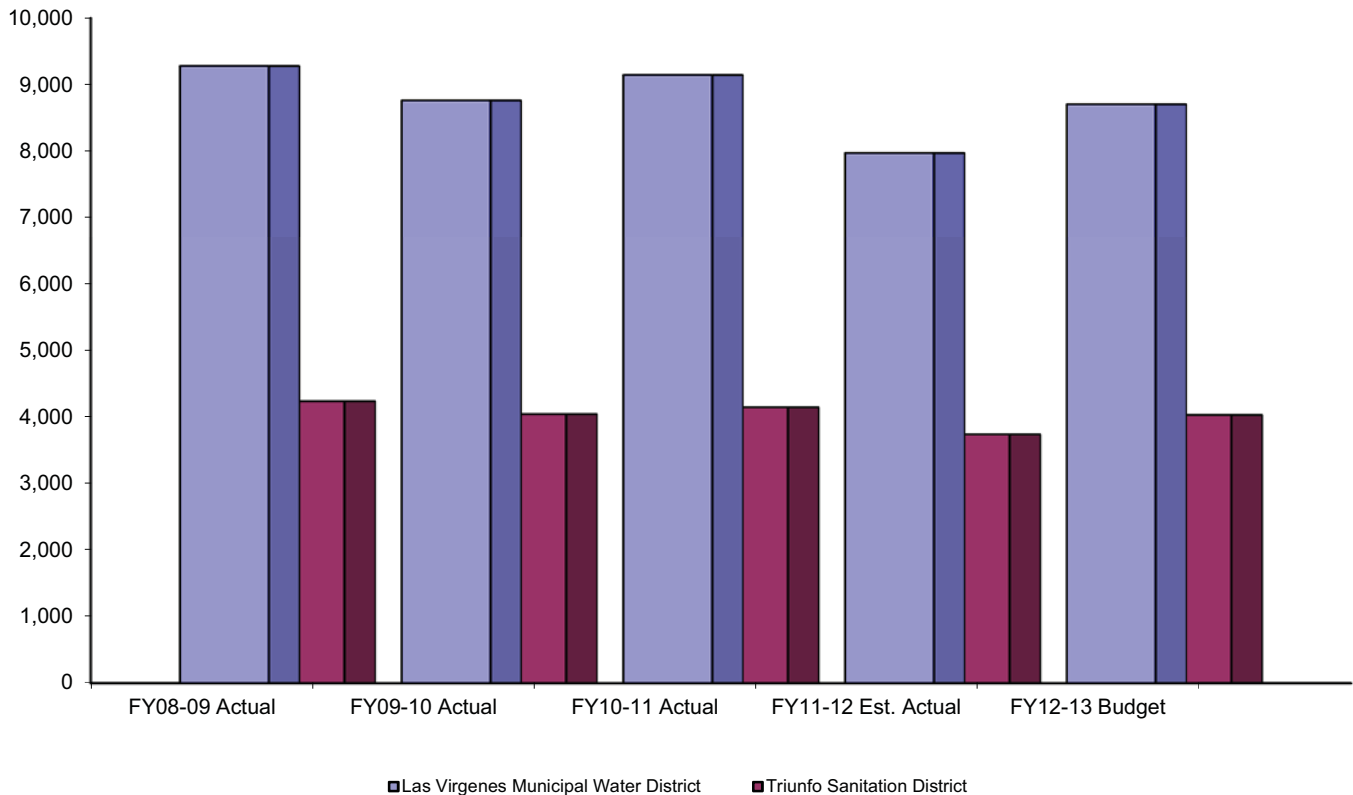
	Total Costs	Direct Allocations	Allocated G&A Costs	Cost Recipient				
				JPA	Total LVMWD Operations	Capital Projects	Internal G&A Allocated/ (Received)	Total Allocations
Central Service Provider								
General Manager	680,803	5,046	685,849	367,666	174,407	7,536	136,240	685,849
General Manager-100% LVMWD	165,000	(100,000)	65,000	-	70,983	-	(5,983)	65,000
Board of Directors	211,111	-	211,111	-	218,154	-	(7,043)	211,111
Board of Directors & GM	1,056,914	(94,954)	961,960	367,666	463,544	7,536	123,214	961,960
RCPO Administration	405,730	-	405,730	217,496	33,244	-	154,990	405,730
Customer Service Admin	221,929	-	221,929	-	-	-	221,929	221,929
Customer Service Operations	1,236,511	445,616	1,682,127	-	2,221,731	9,035	(548,639)	1,682,127
Meter Service	629,400	-	629,400	-	724,437	-	(95,037)	629,400
Customer Service Programs	194,548	10,091	204,639	-	312,464	-	(107,825)	204,639
Resource/Watershed Conservation	334,218	5,046	339,264	-	433,665	27,978	(122,379)	339,264
Public Information	560,823	-	560,823	300,640	87,962	16,234	155,987	560,823
GIS & New Customer Svc	-	-	-	-	-	-	-	-
RCPO	3,583,159	460,753	4,043,912	518,136	3,813,503	53,247	(340,974)	4,043,912
Facilities & Operations Admin	460,069	5,046	465,115	249,334	279,090	51,677	(114,986)	465,115
Facilities Maint/Const Admin	208,893	3,537	212,430	113,879	131,686	24,384	(57,519)	212,430
Electrical	256,419	45,411	301,830	161,802	198,327	940	(59,239)	301,830
Maintenance	94,701	75,788	170,489	91,393	79,558	-	(462)	170,489
Building 8 Maintenance	440,284	-	440,284	236,022	-	-	204,262	440,284
Building 7 Maintenance	211,784	(211,784)	-	-	53,493	-	(53,493)	-
Construction	170,820	136,439	307,259	164,712	200,197	-	(57,650)	307,259
Fleet Maintenance	520,167	(520,167)	-	-	-	-	-	-
Water Administration	122,288	1,508	123,796	66,364	88,892	-	(31,460)	123,796
Water Treatment & Production	130,983	85,880	216,863	116,253	156,453	-	(55,843)	216,863
Reclamation Administration	475,361	5,046	480,407	257,533	-	-	222,874	480,407
Laboratory	599,279	(599,279)	-	-	470,374	-	(470,374)	-
Wastewater Treatment Facility	62,580	20,182	82,762	44,366	94,831	-	(56,435)	82,762
Composting Facility	39,057	20,182	59,239	31,757	50,882	-	(23,400)	59,239
Planning & Technical Services	798,101	(84,626)	713,475	381,685	99,106	505,781	(273,097)	713,475
Facilities & Operations	4,590,786	(1,016,837)	3,573,949	1,915,100	1,902,889	582,782	(826,822)	3,573,949
Finance & Administration Admin	1,393,944	-	1,393,944	747,250	385,468	-	261,226	1,393,944
Information Systems	1,262,660	(270,116)	992,544	532,073	112,155	20,700	327,616	992,544
Human Resources	1,312,581	-	1,312,581	703,634	163,577	30,190	415,180	1,312,581
Finance & Accounting	1,188,014	-	1,188,014	636,857	459,586	51,011	40,560	1,188,014
Finance & Administration	5,157,199	(270,116)	4,887,083	2,619,814	1,120,786	101,901	1,044,582	4,887,083
Total Allocated G&A Costs	14,388,058	(921,154)	13,466,904	5,420,716	7,300,722	745,466	-	13,466,904
Direct Allocations								
Allocated Laboratory Expenses				408,278	201,092	-	-	609,370
Allocated Ops Bldg Expenses				105,892	105,892	-	-	211,784
Allocated Legal Expenses				-	100,000	-	-	100,000
Total Direct Allocations				514,170	406,984	-	-	921,154
Total all Allocated Costs				5,934,886	7,707,706	745,466	IFEM 198	14,388,058



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**Las Virgenes - Triunfo
Joint Powers Authority
Allocated Net Expense Summary
(Dollars in Thousands)**

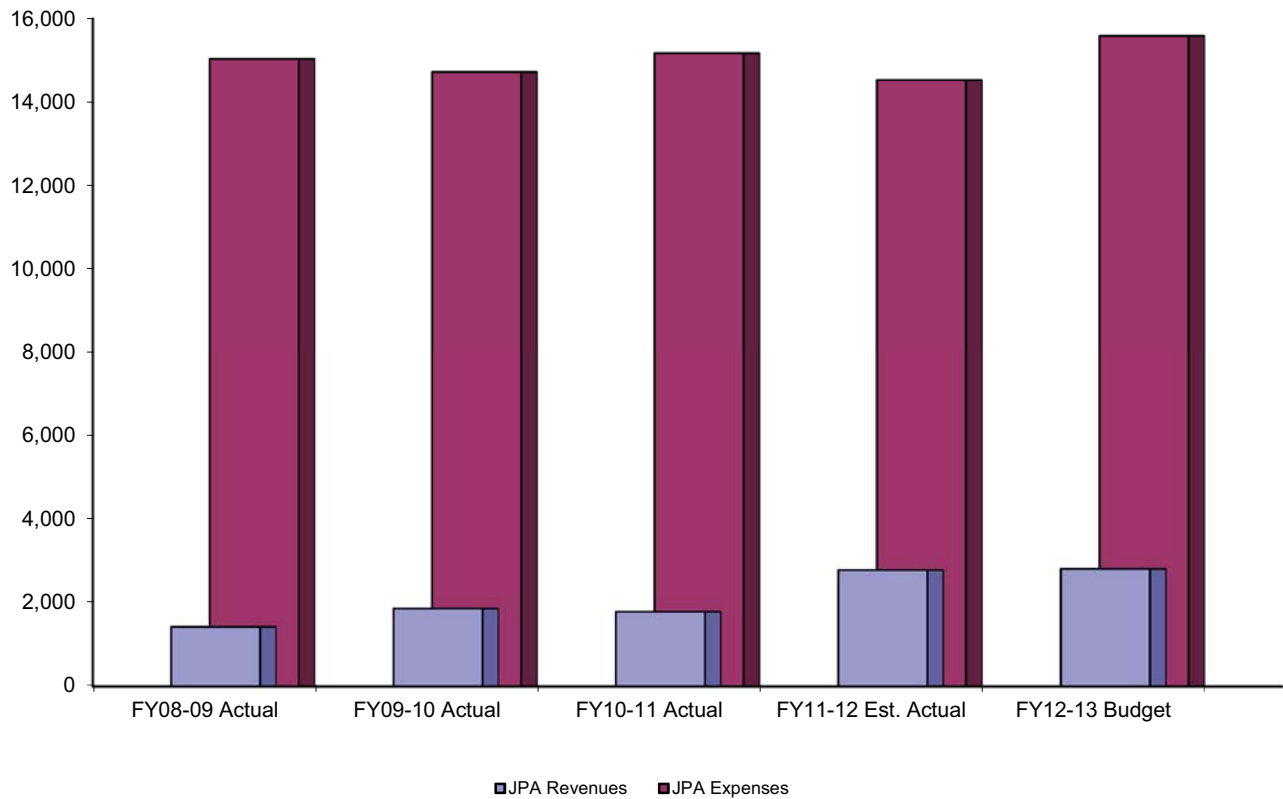
	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
JPA Revenues	1,428	1,865	1,789	2,793	2,817
JPA Expenses	15,036	14,726	15,174	14,537	15,587
Net Operating Expense	13,608	12,861	13,385	11,744	12,770
Non-Operating Revenue	82	43	84	20	20
Net Expenses	13,526	12,818	13,301	11,724	12,750
Las Virgenes Municipal Water District	9,279	8,764	9,145	7,974	8,706
Triunfo Sanitation District	4,247	4,054	4,156	3,750	4,044
Total Allocated Expenses	13,526	12,818	13,301	11,724	12,750



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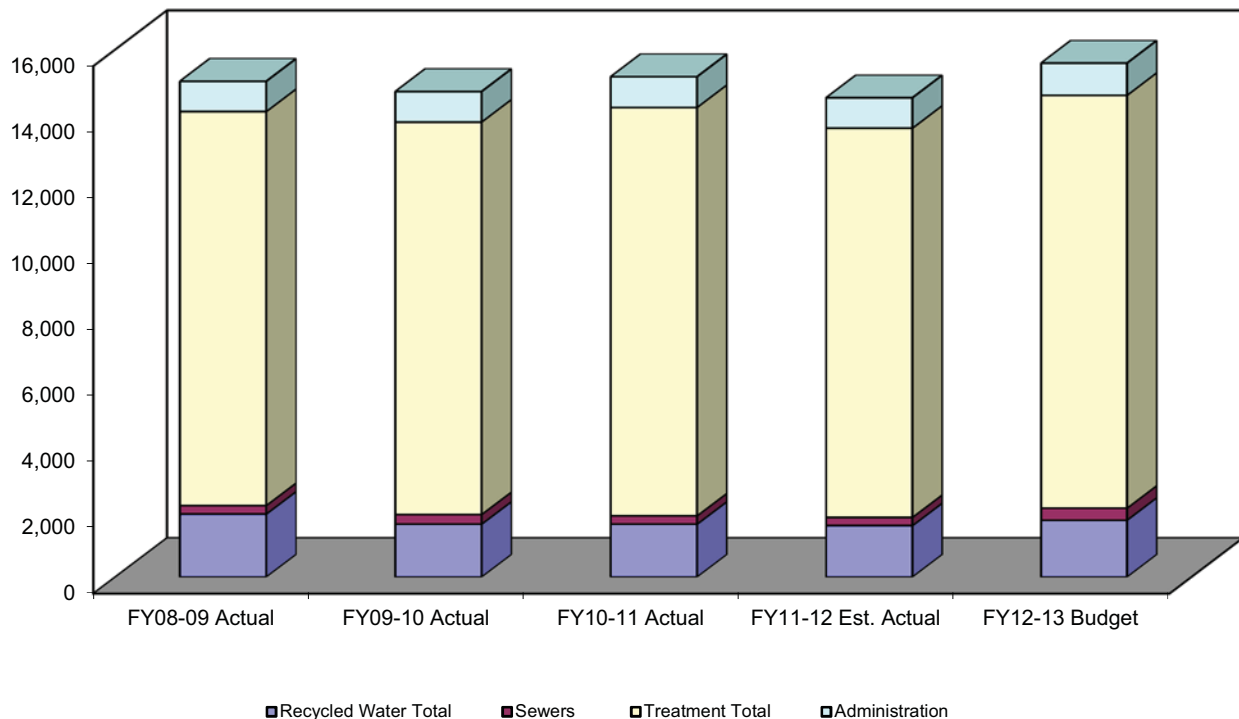
**Las Virgenes - Triunfo
Joint Powers Authority
Operations Summary
(Dollars in Thousands)**

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
JPA Revenues	1,428	1,865	1,789	2,793	2,817
JPA Expenses	15,036	14,726	15,174	14,537	15,587
Net Operating Expense	13,608	12,861	13,385	11,744	12,770



**Las Virgenes - Triunfo
Joint Powers Authority
Operating Expense Summary
(Dollars in Thousands)**

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Est. Actual	FY12-13 Budget
Pump Stations	1,317	1,248	1,329	1,410	1,476
Tank, Res, Wells	305	266	107	63	116
System Ops	133	67	39	29	53
Distribution	160	28	132	61	85
Recycled Water Total	1,915	1,609	1,607	1,563	1,730
Sewers	259	293	253	251	365
Reclamation	7,151	7,158	7,582	7,279	7,791
Composting	4,642	4,529	4,573	4,254	4,470
Injection and Centrate Equal.	153	215	230	271	257
Treatment Total	11,946	11,902	12,385	11,804	12,518
Administration	916	922	929	919	974
Total JPA Operations	15,036	14,726	15,174	14,537	15,587



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**Las Virgenes - Triunfo
Joint Powers Authority
Operations Summary**

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
OPERATING REVENUES						
4235 RW Sales - LVMWD	\$992,244	\$1,237,285	\$1,213,215	\$1,965,482	\$1,940,576	\$1,984,387
4240 RW Sales - TSD	267,256	411,782	387,888	576,052	667,313	657,020
4245 MWD Incentive - Local Projects	107,800	143,651	107,800	107,800	107,800	107,800
4505 Other Income from Operations	57,330	58,409	59,270	60,000	58,900	60,000
4510 Compost Sales	3,847	14,177	21,144	7,500	18,200	7,500
4417 Prop 13 Urban Runoff Reduction	0	0	0	0	0	0
4420 Prop 13 Watershed Monitoring	0	0	0	0	0	0
TOTAL OPERATING REVENUES	\$1,428,477	\$1,865,304	\$1,789,317	\$2,716,834	\$2,792,789	\$2,816,707
SOURCE OF SUPPLY						
5115 Purchased Water - Potable Suppl	103,800	67,000	0	0	0	0
OPERATIONS DIVISION EXPENSE						
5400 Labor	1,946,503	1,974,627	1,965,416	1,926,647	1,846,615	1,932,217
5405.1 Electricity	2,246,860	2,226,009	2,402,134	2,603,388	2,498,620	2,564,275
5405.2 Telephone	24,857	26,447	27,901	26,875	26,180	26,880
5405.3 Natural Gas	12,395	11,733	12,434	13,000	11,600	12,300
5405.4 Water	30,882	12,391	12,858	14,740	10,962	12,740
5410 Supplies/Material	62,285	104,683	132,174	85,500	83,300	85,500
5410.1 Fuel	8,917	9,998	11,919	11,500	16,650	14,000
5410.5 Ferric Chloride	90,054	75,340	113,952	90,000	78,000	90,000
5410.6 Defoamer/Deodorant	0	5,607	0	56,000	9,300	7,000
5410.7 Polymer	200,824	125,416	123,660	130,000	130,000	130,000
5410.8 Amendment	203,034	166,720	257,854	160,000	116,000	205,000
5410.9 Alum	25,773	25,561	40,282	32,000	26,500	33,000
5410.10 Sodium Hypochlorite	349,984	313,167	304,441	325,000	287,300	305,000
5410.11 Sodium Bisulfite	250,305	244,391	215,421	250,000	230,000	250,000
5410.13 Aqua Ammonia	0	0	0	0	50,000	50,000
5415 Outside Services	56,617	55,887	27,493	218,500	210,000	60,500
5417 Odor Control	117,180	106,341	108,753	121,000	120,000	115,000
5420 Permits and Fee	97,870	106,494	140,400	113,300	154,019	156,900
5425 Consulting Services	29,646	16,684	37,883	15,000	2,400	0
5430 Capital Outlay	46,181	85,853	62,541	30,000	18,900	46,500
Sub-total	\$5,800,167	\$5,693,349	\$5,997,516	\$6,222,450	\$5,926,346	\$6,096,812
MAINTENANCE DIVISION EXPENSE						
5500 Labor	1,063,074	1,333,926	1,293,113	1,256,961	1,051,280	1,222,087
5510 Supplies/Material	447,773	322,889	369,696	349,000	353,328	367,500
5515 Outside Services	421,652	286,583	210,377	389,000	254,990	435,800
5518 Building Maintenance	123,988	133,027	127,599	110,000	85,000	110,000
5520 Permits and Fee	404	404	800	1,000	600	1,000
5525 Consulting Services	23,530	0	18,760	20,000	0	20,000
5530 Capital Outlay	48,952	0	38,431	0	21,000	0
Sub-total	\$2,129,373	\$2,076,829	\$2,058,776	\$2,125,961	\$1,766,198	\$2,156,387
INVENTORY EXPENSES						
5536 Inventory Adjustment	4,023	2,469	2,807	4,000	3,000	3,100
PUBLIC INFORMATION						
6602 School Education Program	2,048	2,798	8,308	6,865	7,024	7,068
6604 Public Education Program	21,913	24,397	33,483	51,659	24,499	35,175
6606 Community Group Outreach	1,369	2,679	1,647	17,399	2,959	10,046
6608 Intergovernmental Coordination	8,345	14,691	15,922	35,558	16,229	16,178
Sub-total	\$33,675	\$44,565	\$59,360	\$111,481	\$50,711	\$68,467
RESOURCE CONSERVATION						
6786 Private Sprayfield	0	0	0	0	0	0
6787 Incentive Program	0	0	0	0	0	0
6788 District Sprayfield	260,797	261,642	277,619	283,663	224,663	284,461
6789 005 Discharge	41,827	36,509	60,039	55,000	53,327	64,000
6785 Watershed Programs	39,021	61,373	77,846	84,008	72,546	72,455
Sub-total	\$341,645	\$359,524	\$415,504	\$422,671	\$350,536	\$493,916

**Las Virgenes - Triunfo
Joint Powers Authority
Operations Summary**

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Est. Actual	FY 12-13 Budget
SPECIALTY EXPENSES						
5700 SCADA Services	53,638	86,081	64,484	105,134	105,134	106,028
5710.2 Technical Services	7,152	4,712	1,644	2,256	16,540	4,579
5712 Compost Sales/Use Tax	12,772	6,071	6,839	4,000	4,000	4,000
5715.2 Other Lab Services	160,955	158,312	180,721	143,200	120,384	154,600
5715.3 Tapia Lab Sampling	93,321	113,453	111,815	114,767	112,581	118,420
7202 Allocated Lab Expense	357,998	362,454	397,618	405,383	400,465	408,278
Sub-total	\$685,836	\$731,083	\$763,121	\$774,740	\$759,104	\$795,905
ADMINISTRATIVE EXPENSES						
6872 Litigation/Outside Services	6,184	0	0	0	0	0
6516 Other Professional Services	115,661	115,317	16,326	0	0	0
6517 Audit Fees	4,265	4,435	8,545	8,720	8,720	4,650
7110 Travel/Misc Staff Expense	0	20	0	0	0	0
7135 General Insurance	171,829	0	0	0	0	0
7135.1 Property Insurance	0	71,381	71,307	73,300	75,330	75,330
7135.4 Earthquake Insurance	0	93,471	89,903	90,700	91,750	91,750
7153 TSD Staff Services	0	0	0	5,000	0	0
6260 Rental Charge - Facility Repl	392,306	356,749	354,020	363,375	331,945	346,820
7203 Allocated Building Maint	98,825	80,441	87,384	87,329	99,240	105,892
7225 Allocated Support Services	3,553,336	3,607,349	3,783,538	4,049,375	3,548,247	3,868,829
7226 Allocated Operations Services	1,595,439	1,422,561	1,466,291	1,797,089	1,526,127	1,551,887
Sub-total	\$5,937,845	\$5,751,724	\$5,877,314	\$6,474,888	\$5,681,359	\$6,045,158
TOTAL EXPENSES	\$15,036,364	\$14,726,543	\$15,174,398	\$16,136,191	\$14,537,254	\$15,586,745
NET OPERATING EXPENSE	\$13,607,887	\$12,861,239	\$13,385,081	\$13,419,357	\$11,744,465	\$12,770,038

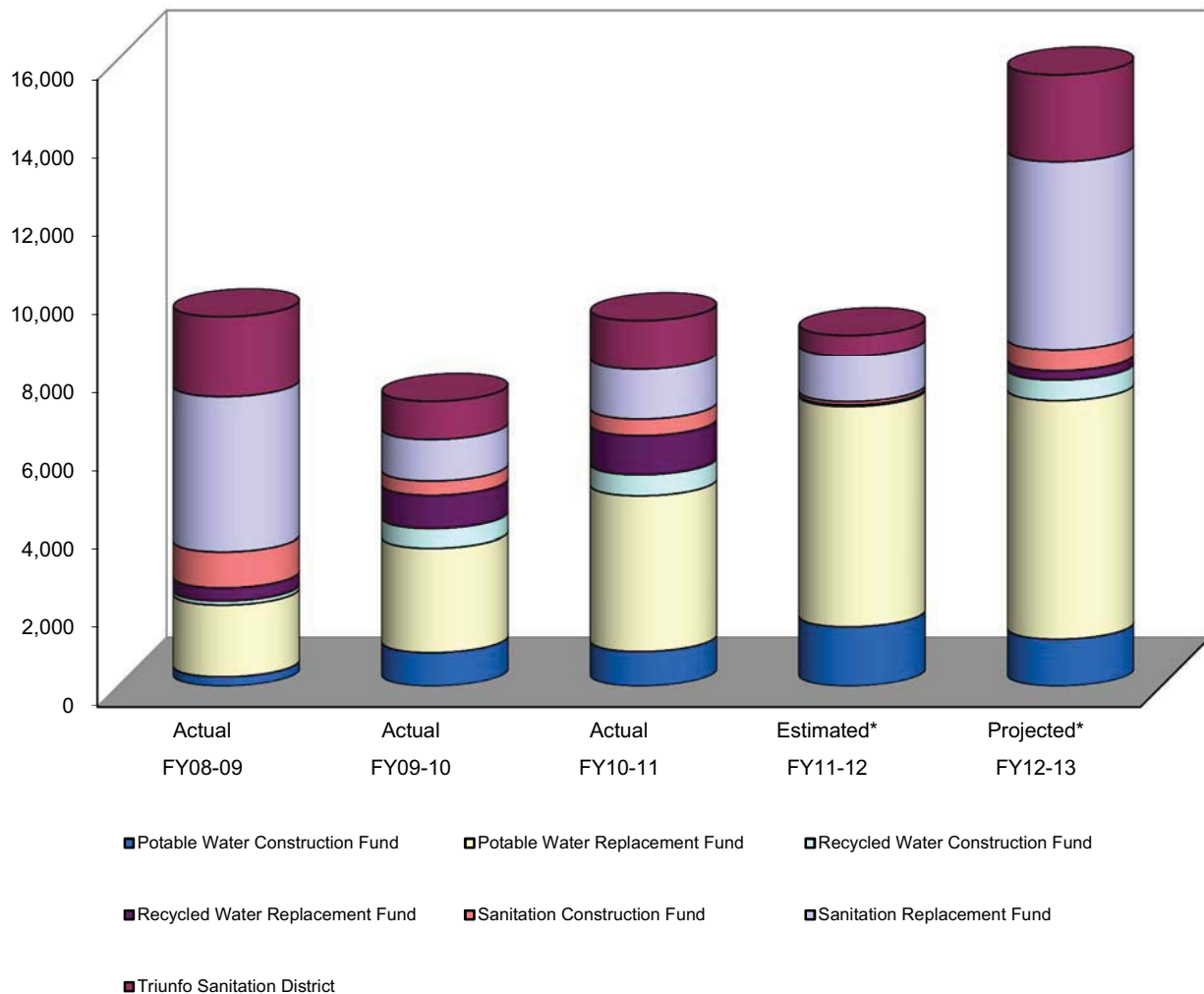
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**Las Virgenes Municipal Water District
Capital Improvement Projects
Annual Expenditures
(Dollars in Thousands)**

	FY08-09 Actual	FY09-10 Actual	FY10-11 Actual	FY11-12 Estimated*	FY12-13 Projected*
Potable Water Construction Fund	238	855	883	1,514	1,198
Potable Water Replacement Fund	1,832	2,660	3,960	5,603	6,070
Recycled Water Construction Fund	105	495	538	21	525
Recycled Water Replacement Fund	333	847	995	23	239
Sanitation Construction Fund	915	365	424	83	574
Sanitation Replacement Fund	3,946	1,056	1,277	1,204	4,777
Total LVMWD Funds	7,369	6,278	8,077	8,448	13,383
Triunfo Sanitation District (share of JPA Projects)	2,083	972	1,274	525	2,214
Total all Funds	9,452	7,250	9,351	8,973	15,597



*Estimated and Projected expenditures represent working capital requirements for each fiscal year.

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**FY 2011-12
CAPITAL PROJECT
ESTIMATED ACTUAL
EXPENDITURE SUMMARY by FUND**

FUND	FY 2011-12 ESTIMATED EXPENDITURES	% OF TOTAL PROJECT	FY 2011-12 ALLOCATED EXPENDITURES	JOINT POWERS		NET LVMWD EXPENDITURES
				TSD SHARE		
				RATIO	AMOUNT	
Potable Water Construction						
Total: Potable Water Construction			\$1,514,416		\$0	\$1,514,416
Potable Water Replacement						
Total: Potable Water Replacement			\$5,602,935		\$0	\$5,602,935
Recycled Water Conservation						
Total: Recycled Water Conservation			\$21,243		\$0	\$21,243
Recycled Water Replacement						
Total: Recycled Water Replacement			\$32,440		\$9,537	\$22,903
Sanitation Construction						
Total: Sanitation Construction			\$111,720		\$28,682	\$83,038
Sanitation Replacement						
Total: Sanitation Replacement			\$1,690,497		\$486,597	\$1,203,900
GRAND TOTAL			\$8,973,251		\$524,817	\$8,448,434

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**FY 2012-13
CAPITAL PROJECT
WORKING CAPITAL
SUMMARY by FUND**

FUND	FY 2012-13 PROJECT REQUIREMENTS	% OF TOTAL PROJECT	FY 2012-13 ALLOCATED REQUIREMENTS	JOINT POWERS		NET LVMWD REQUIREMENTS
				TSD SHARE		
				RATIO	AMOUNT	
Potable Water Construction						
Total: Potable Water Construction			\$1,197,900		\$0	\$1,197,900
Potable Water Replacement						
Total: Potable Water Replacement			\$6,069,839		\$0	\$6,069,839
Recycled Water Conservation						
Total: Recycled Water Conservation			\$539,255		\$14,700	\$524,555
Recycled Water Replacement						
Total: Recycled Water Replacement			\$339,050		\$99,681	\$239,369
Sanitation Construction						
Total: Sanitation Construction			\$781,546		\$207,647	\$573,898
Sanitation Replacement						
Total: Sanitation Replacement			\$6,669,758		\$1,892,361	\$4,777,397
			\$15,597,348		\$2,214,389	\$13,382,959
GRAND TOTAL						

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Working Capital Requirements

Capital Improvement Projects

FY11-12 and FY12-13

Job #	Title	Approved Appropriations	Prior Expenditures	Estimated Expenditures FY11-12	Projected Carryover July 1, 2012	FY12-13 Appropriations	FY12-13 Working Capital Requirement
10236	Raise Air Vacuum Valves and Abandon Protective Structures	\$200,000	\$22,166	\$0	\$177,834	\$22,166	\$200,000
10257	Combined Heat and Power (CHP) Project	\$280,000	\$195,423	\$12,077	\$0	\$0	\$0
10344	E/W Transmission Facilities: Calabasas Rd. to Las Virgenes Rd.	\$3,205,000	\$746,308	\$56,667	\$2,402,025	\$502,975	\$2,905,000
10372	Calabasas Park Estates System Rehabilitation (cost tracking only)	\$385,000	\$418,217	\$34,617	\$0	\$0	\$0
10384	Integration of Telephone and Computer Networks	\$225,000	\$58,890	\$32,851	\$133,259	\$50,000	\$183,259
10387	Rancho Material Handling Improvements	\$116,000	\$0	\$5,100	\$110,900	\$0	\$110,900
10391	Rancho Las Virgenes: Compost Reactor Building Roof Repair	\$556,030	\$55,159	\$315,168	\$0	\$0	\$0
10392	Rancho Las Virgenes: Replace Centrate Line	\$1,475,497	\$925,276	\$6,466	\$0	\$0	\$0
10393	Recycled Water Storage Study	\$350,000	\$199,906	\$70,809	\$79,285	\$297,025	\$376,310
10398	Cornell Pump Station Engine Rebuild	\$100,000	\$0	\$104,996	\$0	\$0	\$0
10416	Seminole, Warner and Mulwood Pump Station Expansion: CEQA, Design and Construction	\$1,378,497	\$1,811,248	\$41,403	\$0	\$0	\$0
10418	Rehabilitation of 18" RW Pipe (Tapia/Mulholland Highway)	\$155,000	\$0	\$0	\$155,000	\$0	\$155,000
10419	E/W Transmission Facilities: Cornell to Thousand Oaks Blvd.	\$4,550,428	\$214,432	\$4,354,093	\$0	\$0	\$0
10430	Twin Lakes Pump Station Pipeline Project	\$1,700,000	\$19,931	\$0	\$0	\$0	\$0
10435	Westlake Filtration Plant: Miscellaneous Improvements	\$284,177	\$280,114	\$0	\$0	\$0	\$0
10442	AMR/AMI Chatsworth	\$0	\$146,646	\$3,812	\$0	\$0	\$0
10443	Rancho Pacifica Main Break (cost tracking only)	\$0	\$190,340	\$10,780	\$0	\$0	\$0
10446	Buffer Land at Rancho	\$250,000	\$0	\$0	\$250,000	\$250,000	\$500,000
10448	Rancho Polymer Feed System Rehabilitation	\$121,000	\$6,936	\$0	\$0	\$0	\$0
10450	Automatic Meter Reading Implementation	\$1,050,000	\$775,195	\$382,228	\$0	\$0	\$0
10451	Tapia Gate and Drive Replacement	\$420,000	\$43,122	\$291,813	\$0	\$0	\$0

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Working Capital Requirements

Capital Improvement Projects

FY11-12 and FY12-13

Job #	Title	Approved Appropriations	Prior Expenditures	Estimated Expenditures FY11-12	Projected Carryover July 1, 2012	FY12-13 Appropriations	FY12-13 Working Capital Requirement
10452	Tapia Process Air Evaluation	\$656,000	\$54,567	\$28,560	\$0	\$0	\$0
10453	Tapia and Rancho Vulnerability Assessment	\$50,000	\$0	\$0	\$0	\$0	\$0
10457	Tapia Alternative Disinfection Improvements	\$310,000	\$104,884	\$221,361	(\$16,245)	\$840,000	\$823,755
10459	Tapia CP1000, CP100 and Screening Area Roof	\$91,000	\$0	\$90,895	\$0	\$0	\$0
10462	Tapia: 20 and 24" Influent Force Main Upgrade	\$793,000	\$26,834	\$79,111	\$687,055	\$0	\$687,055
10463	Building 1 Tenant Improvements	\$150,000	\$6,380	\$0	\$143,620	\$56,380	\$200,000
10465	Rancho: Flare Controls Safety Upgrade	\$25,000	\$7,972	\$15,015	\$0	\$0	\$0
10466	Agoura Pump Station VFD Installation	\$34,060	\$18,554	\$7,121	\$0	\$0	\$0
10469	Rancho Miscellaneous Equipment - FY 10-11	\$40,000	\$53,753	\$10,651	\$0	\$0	\$0
10470	Tapia Miscellaneous Equipment - FY 10-11	\$52,000	\$24,824	\$25,262	\$0	\$0	\$0
10473	BNR Phase III, Centrate Sample Line	\$0	\$22,645	\$4,209	\$0	\$0	\$0
10474	Woodland Hills Golf Course RW Pipeline Extension	\$400,000	\$23,638	\$0	\$376,362	\$0	\$376,362
10476	5-MG Tank near Las Virgenes Reservoir	\$480,000	\$81,477	\$136,976	\$261,547	\$338,453	\$600,000
10481	Upper Oaks Pump Station Upgrade	\$154,960	\$50,187	\$192,742	\$0	\$0	\$0
10482	Board Room Audio/Visual Improvements	\$50,000	\$52,943	\$146	\$0	\$0	\$0
10484	PRV @ Scheuren Road and Piuma	\$215,000	\$29,846	\$85,557	\$0	\$0	\$0
10487	Construct 3rd Digester at Rancho	\$465,000	\$0	\$483,582	(\$18,582)	\$3,550,000	\$3,531,418
10488	Vehicle Replacement Program, FY 11-12	\$110,000	\$0	\$106,638	\$0	\$0	\$0
10489	Rancho Digester Heating System Evaluation	\$0	\$0	\$0	\$0	\$0	\$0
10490	Upgrade Radio System	\$96,000	\$0	\$0	\$96,000	\$0	\$96,000
10491	Groundwater Supplement Study - Potable Water supply alternative	\$25,000	\$0	\$0	\$25,000	\$0	\$25,000

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Working Capital Requirements Capital Improvement Projects FY11-12 and FY12-13

Job #	Title	Approved Appropriations	Prior Expenditures	Estimated Expenditures FY11-12	Projected Carryover July 1, 2012	FY12-13 Appropriations	FY12-13 Working Capital Requirement
10492	Groundwater Supplement Study - Recycled Water System	\$25,000	\$0	\$0	\$25,000	\$0	\$25,000
10493	Tapia: Sludge Screening	\$385,000	\$0	\$241	\$384,759	\$0	\$384,759
10494	Malibu Bowl	\$65,000	\$0	\$0	\$65,000	\$0	\$65,000
10496	Automatic Meter Reading Implementation	\$1,200,000	\$0	\$1,104,005	\$0	\$0	\$0
10497	Westlake Miscellaneous Improvements - FY 11-12	\$70,000	\$0	\$62,719	\$0	\$0	\$0
10498	Tapia Miscellaneous Equipment - FY 11-12	\$12,500	\$0	\$10,140	\$0	\$0	\$0
10499	Tapia Grit Cyclone Conveyor System	\$75,000	\$0	\$75,000	\$0	\$0	\$0
10500	Tapia Replace Primary Tank Sludge Valves	\$30,000	\$0	\$43,000	\$0	\$0	\$0
10501	Pump and Motor Repair - FY 11-12	\$40,000	\$0	\$32,440	\$0	\$0	\$0
10502	Rancho Miscellaneous Equipment - FY 11-12	\$35,000	\$0	\$35,000	\$0	\$0	\$0
10503	LV-2 Control System Panel Replacement	\$20,000	\$0	\$20,000	\$0	\$0	\$0
10504	Westlake Miscellaneous Equipment	\$30,000	\$0	\$30,000	\$0	\$0	\$0
10505	Easements Geodatabase	\$70,540	\$0	\$0	\$70,540	\$0	\$70,540
10506	GIS Aerial Photos	\$50,000	\$0	\$0	\$50,000	\$0	\$50,000
10507	Long Valley Water Line	\$350,000	\$0	\$350,000	\$0	\$0	\$0
80503	Tank Renovation: Calabasas Tank	\$0	\$0	\$0	\$0	\$976,000	\$976,000
80651	Medea Valley RW Pipeline Extension	\$0	\$0	\$0	\$0	\$50,000	\$50,000
80668	Potable Master Plan Update	\$0	\$0	\$0	\$0	\$125,000	\$125,000
80713	Vehicle Replacement Program, FY 11-12	\$0	\$0	\$0	\$0	\$110,000	\$110,000
80744	Tapia: Primary Tank Rehabilitation	\$0	\$0	\$0	\$0	\$343,000	\$343,000
80749	Tapia Gate and Drive Replacement	\$0	\$0	\$0	\$0	\$160,000	\$160,000

ITEM 9E

Working Capital Requirements Capital Improvement Projects FY11-12 and FY12-13

Job #	Title	Approved Appropriations	Prior Expenditures	Estimated Expenditures FY11-12	Projected Carryover July 1, 2012	FY12-13 Appropriations	FY12-13 Working Capital Requirement
80750	Automatic Meter Reading Implementation	\$0	\$0	\$0	\$0	\$1,200,000	\$1,200,000
99668	Sanitation Master Plan Update	\$0	\$0	\$0	\$0	\$62,500	\$62,500
99678	Recycled Water Master Plan	\$0	\$0	\$0	\$0	\$62,500	\$62,500
99902	Distirbution System Improvements	\$0	\$0	\$0	\$0	\$55,000	\$55,000
99903	Lift Station No. 2 Suction Line Repair (LV Only)	\$0	\$0	\$0	\$0	\$45,000	\$45,000
99904	Miscellaneous CIP (Bandsaw)	\$0	\$0	\$0	\$0	\$10,000	\$10,000
99906	SCADA System Communication Upgrades	\$0	\$0	\$0	\$0	\$46,550	\$46,550
99907	SCADA System Communication Upgrades (LV Only)	\$0	\$0	\$0	\$0	\$198,450	\$198,450
99912	Reservoir #2 Improvements (Lining Cover)	\$0	\$0	\$0	\$0	\$50,000	\$50,000
99913	Rancho Las Virgenes: Ovation Upgrade	\$0	\$0	\$0	\$0	\$529,500	\$529,500
99915	Conduit Engine Controls	\$0	\$0	\$0	\$0	\$21,490	\$21,490
99916	Twin Lakes Pump Station	\$0	\$0	\$0	\$0	\$25,000	\$25,000
99917	Westlake Filtration Plant	\$0	\$0	\$0	\$0	\$25,000	\$25,000
99918	Security System Upgrades	\$0	\$0	\$0	\$0	\$32,000	\$32,000
99919	Fuel Tank Lid Overhaul	\$0	\$0	\$0	\$0	\$30,000	\$30,000
99920	Meter Service - Firefly Conversion	\$0	\$0	\$0	\$0	\$75,000	\$75,000
Total CIP Budget		\$23,456,689	\$6,667,813	\$8,973,251	\$5,458,359	\$10,138,989	\$15,597,348

ITEM 9E



ITEM 9E



April 24, 2012 LVMWD Regular Board Meeting

TO: Board of Directors

FROM: Resource Conservation & Public Outreach

Subject: 2012 Customer Survey

SUMMARY:

The attached customer feedback questionnaire from 2001 was updated and redlined to show areas where customers' opinions on water and sewer issues will be solicited. The content and format are kept as similar as possible in order to gauge changes in customers' opinions and at the same time, incorporate some new topics. To ensure a consistent methodology, staff is proposing to use the same consultant who conducted the two previous surveys. These past surveys were phone interviews to randomly selected customers.

To reach out to more customers and take advantage of the Internet, while recognizing that some customers still prefer the traditional "paper" method, staff is proposing a three-pronged approach to maximize participation. The telephone survey format will be adapted for the Internet-based and the paper surveys. A random sampling of an equal number of customers will be picked from each director's division.

1. By e-mail invitation: Customers (approximately 5,000) with e-mail addresses on file will be invited to complete an online survey.
2. By paper invitation: Customers (5,000) will be sent an invitation with a survey form that they can return with a self-addressed stamped envelope OR complete an online survey form. The invitation will contain a unique identifier to limit response to one per household.
3. Telephone surveys: Conducted if necessary to supplement (1) and (2) above.

Staff is seeking Board feedback on survey topics that they feel are important to cover beyond those in the question set. It is important to note that as the length of the survey increases, participation decreases. The consultant will incorporate these into the questionnaire, which will be presented for Board approval at a subsequent meeting.

RECOMMENDATION(S):

Provide feedback and direct staff as necessary.

FINANCIAL IMPACT:

The FY11/12 budget under account no. 701220.6516 allocates \$30,000 for professional services to conduct this survey. Staff will recommend approval of the consultant's fee at the next board meeting after soliciting the Board's input.

Prepared By: Carlos Reyes, Director, Resource Conservation & Public Outreach

ATTACHMENTS:

[Questionnaire](#)

Customer Feedback Questionnaire

**Las Virgenes Municipal Water District
October 2001**

Hello, My name is _____, and I'm calling for ~~Survey Action Associates~~ Fred Arnstein, an independent polling company hired to get your opinion on several issues related to water and sewer service in your area. This is not a sales call.

I need to speak with an adult in your household about these services. This will take between 5 and 10 minutes and all responses will be kept confidential. **(IF TIME IS NOT CONVENIENT, MAKE AN APPOINTMENT TO CALL BACK.)**

S1. First, what is the name of your water provider?

1. California Water
2. Department of Water and Power (DWP)
3. Las Virgenes Municipal Water District
4. The City
5. Don't know
6. Other (please specify) _____

S2. Do you or does anyone in your immediate family work for your water provider?

1. Yes **TERMINATE** (Thank respondent politely.)
2. No **CONTINUE**

Before we ask questions specifically about your water district, we want to ask about the level of service you receive from various companies you deal with.

1. In your experience, what public service or utility provider regularly gives you the very best quality of service? **(DO NOT READ ITEMS. PROBE FOR 1 RESPONSE.)**

1. Water district
2. Telephone company
3. Electric company
4. Natural gas company
5. Cable television company
6. Other public service or utility provider (please specify) _____
7. None
8. Not sure

2. How satisfied are you overall with the services that (name from Q1) provides? Use a 0 to 10 scale, where 0 means you are extremely dissatisfied and 10 means you are extremely satisfied.

Now I'm going to ask you some questions about your water district.

3a. When was the last time you had direct contact with someone from your water district?

1. Within the past year
2. 2 years ago
3. 3 years ago
4. 4 years ago
5. 5 year s ago
6. More than 5 years ago
88. Never **(SKIP TO Q5)**
99. Don't know/remember **(SKIP TO Q5)**

3b. What was the reason? **(DO NOT READ LIST.)**

1. Question about bill
2. High bill
3. To pay a bill
4. Payment plan
5. New service/transfer service/change address
6. Needed a service visit
7. Quality of water (taste, smell, color, etc.)
8. Shutdown/interruption of service
9. Water use audit
10. Low water pressure

- 11. Water budget
- 12. Conservation measures
- 13. Gardening/landscaping/conservation classes
- 14. Construction project
- 15. Special events (workshops, fairs, etc.)
- 16. Board meetings
- 17. Other (please specify) _____

4. Please rate your agreement with the following statements about your experience with your water district. Use a 0 to 10 scale, where 0 means strongly disagree and 10 means strongly agree. If you don't have an opinion or don't know, please let me know.

(ROTATE)	Rating	DK
a. They are easy to contact if I have a question or problem.	___	___
b. Their representatives are courteous.	___	___
c. Their representatives are knowledgeable.	___	___
d. They are quick to respond to questions or problems.	___	___
e. They understand my concerns.	___	___
f. They offer simple billing and online billing options.	___	___

5. FOR THOSE WHO SKIPPED Q4: Please rate your agreement with the following statements about your experience with your water district. Use a 0 to 10 scale, where 0 means strongly disagree and 10 means strongly agree. If you don't have an opinion or don't know, please let me know.

FOR THOSE WHO ANSWERED Q4: Let's continue with a few more statements. Again, rate your agreement with each statement by using the same 0 to 10 scale, where 0 means strongly disagree and 10 means strongly agree. And if you don't have an opinion or don't know, let me know.

(ROTATE)	Rating	DK
a. They keep me informed about things that matter to me.	___	___
b. They provide good value for the money.	___	___
c. The information contained in the bill is clear.	___	___
d. The bill is accurate.	___	___
e. The water they provide is safe and free of contaminants.	___	___
f. They do their best to maintain the natural environment.	___	___
g. They are responsive to the special needs of the community.	___	___
h. They comply with the unique environmental regulations in the area.	___	___

i. They help people and businesses conserve water. ___ ___

6. How satisfied are you with the quality of water you receive from your water district? Use a 0 to 10 scale where 0 means extremely dissatisfied and 10 means extremely satisfied.

7. Has there been an interruption in water service or low water pressure to your home/place of business at any time during the last 12 months? **(CHECK ONE.)**

- 1. Interruption in water service
- 2. Low water pressure
- 3. Both
- 4. No
- 5. Don't know/not sure

8. Please tell me if your water district offers any of the following services. **(READ LIST. CHECK RESPONSES.)**

	Yes	No	DK
a. Sewer service.	___	___	___
b. Water use audits for homes and businesses.	___	___	___
c. Rebates for installing low-flow toilets.	___	___	___
d. Composting of sewage solids.	___	___	___
e. Watershed partnerships with parks and environmental agencies.	___	___	___
f. School programs.	___	___	___
g. Recycled water.	___	___	___
h. Facility tours	___	___	___

9. Now, please tell me how satisfied you are overall with the services that your water district provides. Use a 0 to 10 scale, where 0 means extremely dissatisfied and 10 means extremely satisfied.

10. What aspects of water and sewer service are most important to you? **(PROBE WITH "What is next most important to you?" AND "Is there anything else that is particularly important?)**

d. Other (please specify) _____

16. Is there anything else you'd like to tell me about your water and sewer service? **(PROBE FOR CLARIFICATION AND SPECIFICS.)**

17. Finally, approximately how much is your bi-monthly bill from the water district? \$ _____
(ROUND TO THE NEAREST DOLLAR.)

Those are all the questions I have. Thank you very much for your time! Have a nice day/evening.



April 24, 2012 Board Meeting

Information Only

DATE: April 11, 2012
TO: John R. Mundy, General Manager
FROM: Sandra Hicks, Director of Finance and Administration

Subject Claim from Joanne Bodenhamer

SUMMARY

On April 4, 2012, the District received a claim from Joanne Bodenhamer, an employee of LVMWD. Joanne was asked to work at the special board meeting on Saturday, March 24, 2012, at White Oak Elementary School in Westlake Village and also asked to bring her camera to take pictures of the event. While on duty Joanne's camera lens was accidentally dropped by another employee and was ruined. The accident was witnessed by other employees, who can confirm the accident and the damage. Although Joanne purchased the lens for \$1,762.55, she found a vendor with a lower price of \$1529.00 plus taxes and shipping.

Staff recommends that the District reimburse Joanne for the expenses in getting a replacement lens for her camera. The amount will be supported by the vendor's receipt.

Approved for Payment:



John R. Mundy
General Manager

4/11/12

Date